

Library Copy

Spring 1999

Course Schedule

& Step-By-Step Registration Guide



AVILA COLLEGE

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COLLEGE INFORMATION

Emergency College Closings

Avila College provides local radio and TV stations with up-to-date information about emergency college closings. They are your best source of information during inclement weather.

Office Closings

All Avila offices will be closed on:

Nov. 26-27, 1998	Thanksgiving
Dec. 23-25, 1998	Christmas
Jan. 1, 1999	New Year's Day
Jan. 18, 1999	Martin Luther King, Jr.
Feb. 5, 1999	1:30-3:00 p.m.*
Apr. 2, 1999	Good Friday
Apr. 9, 1999	1:30-3:00 p.m.*
May 21, 1999	Faculty/Staff Annual Mtg.
May 31, 1999	Memorial Day
July 5, 1999	Independence Day

** Signs will be posted on office doors.*

If your core curriculum requires Level III courses and you plan to graduate May 1999 or July 1999, you must enroll in the Level IV course IS 498, offered February 27, 1999. The class meets that Saturday from 8:30 a.m. to 5 p.m.



1998-1999 ACADEMIC CALENDAR

1998

Oct. 26 - Nov. 24	Academic Advising begins for Spring 1999 for new and currently enrolled students
Nov. 6	Last day to change to audit or drop semester-long Day and Evening classes for Fall 1998 classes
Nov. 16	Registration begins for Spring 1999 classes, current seniors & certification students first
Nov. 20	Open Registration begins for Spring 1999
Nov. 23	Phone-In Registration begins 10 a.m. - 5 p.m.
Nov. 24	Academic Advising ends for current students until Jan 4, 1999
Nov. 25	Residence Halls close; last meal: breakfast
Nov. 25-29	Thanksgiving break
Nov. 29	Residence Halls open; first meal: dinner
Nov. 30-Dec. 11	Academic Advising resumes for Spring 1999 for new students
Dec. 14-17	Finals Week sessions
Dec. 18	End of Fall semester; Residence Halls close; last meal: breakfast
Dec. 23-25	College closed for Christmas holidays

1999

Jan. 1	College closed for New Year's Day
Jan. 4	Academic Advising resumes for Spring 1999 for new and currently enrolled students
Jan. 8	Phone-In Registration ends
Jan. 11-14	Day/Evening Late Registration, 10 a.m. - 6:15 p.m.
Jan. 18	College closed for M.L. King, Jr.'s Birthday
	Residence Halls open; first meal: dinner
Jan. 19	Spring 1999 classes begin
Jan. 19-21	Day/Evening Late Registration, 10 a.m. - 6:15 p.m.
Jan. 22	Day/Evening Late Registration, 10 a.m. - 5 p.m.
Jan. 23	Saturday classes begin
Jan. 25	Late Registration, 10 a.m. - 6:15 p.m.
Jan. 25	Last day to register for Spring 1999, to add classes or to change sections; Day/Evening classes before second class meets; late fee applies
Jan. 25	Last day to drop and receive 100% refund. Last day to choose Credit/No Credit option
Jan. 29	Last day to change incomplete (I) grade from Fall 1998 semester
Feb. 1	Last day to drop and receive 75% refund
Feb. 8	Experiential Learning Credit Intent due in the Academic Dean's Office
Feb. 8	Last day to drop and receive 50% refund
Feb. 8	Last day to file a formal request in the Academic Dean's Office to appeal a grade received in Fall 1998
Feb. 15	Last day to drop and receive 25% refund

Feb. 26	Graduation Application due in Registrar's Office for Summer 1999 candidates not participating in May ceremony
Feb. 27	Senior Experience (Level IV), 8:30 a.m. - 5 p.m. (see page 5)
Mar. 6	Mid-Semester break begins at 5 p.m. after classes
Mar. 6	Residence Halls close at 10 a.m.
Mar. 8 - 14	Mid-Semester break (no classes)
Mar. 14	Residence Halls open at 1 p.m. First meal: dinner
Mar. 15	Experiential Learning Portfolio due in the Academic Dean's Office
Mar. 29 - May 7	Academic Advising for Summer/Fall 1999 for new and currently enrolled students
Mar. 31	Last day to change to audit or drop semester-long Day/Evening classes
Apr. 1 - 4	Spring/Easter break (no classes)
Apr. 12	Registration begins for Summer/Fall 1999, current seniors and certification students first
Apr. 16	Open Registration begins for Summer/Fall 1999
Apr. 17	Special Saturday for Summer/Fall 1999 New Student Advising & Registration, 10 a.m. - 4 p.m.
Apr. 19	Phone-In Registration begins 10 a.m. - 5 p.m.
Apr. 30	Graduation Application due in Registrar's Office for December 1999 candidates
May 7-17	No Academic Advising for Summer/Fall 1999
May 10 - 13	Final Exam Week
May 12	Graduation Practice, 4 p.m. - 5 p.m.
May 14	End of Spring semester
May 14	Residence Halls close at 10 a.m.
May 14 - 15	Commencement Weekend
May 17	Academic Advising resumes for Summer/Fall 1999 for new and currently enrolled students
May 21	College closed
May 28	Academic Advising ends for Fall 1999 for currently enrolled students until Aug. 16
May 31	College closed
June 1 - July 23	Academic Advising for Summer/Fall 1999 for new students
June 1	First 4-week and 8-week summer classes begin
June 25	Last day to change incomplete (I) grade from Spring 1999 semester
June 25	End of first 4-week Summer session
June 28	Beginning of second 4-week Summer session
July 5	College closed
July 10	Special Saturday New Student Advising & Registration for Fall 1999, 10 a.m. - 4 p.m.
July 23	End of Summer session 1999

SPRING 1999 FINAL EXAM SCHEDULE

(May 10-13, 1999)

If your class meets:

8 - 8:50 a.m.	MWF
9 - 9:50 a.m.	MWF
10 - 10:50 a.m.	MWF
11 - 11:50 a.m.	MWF
12:30 - 1:20 p.m.	MWF
9 - 10:15 a.m.	MW
10:30 - 11:45 a.m.	MW
12:30 - 1:45 p.m.	MW
2 - 3:15 p.m.	MW
3 - 4:45 p.m.	MW

10 a.m. - 12:40 p.m. F

8 - 9:15 a.m.	T/R
9:30 - 10:45 a.m.	T/R
11a.m. - 12:15 p.m.	T/R

1 - 2:15 p.m.	T/R
2:30 - 3:45 p.m.	T/R
4 - 5:15 p.m.	T/R

4 - 5:40/6:30 p.m.	T
4 - 5:40 p.m.	W
7 - 9:30 p.m.	T
6 - 8:40 p.m.	M
6 - 8:40 p.m.	T
6 - 8:40 p.m.	W
6 - 8:40 p.m.	R

Then your final will be:

M May 10	8 - 9:50 a.m.
W May 12	8 - 9:50 a.m.
M May 10	10 - 11:50 a.m.
W May 12	10 - 11:50 a.m.
M May 10	1 - 2:50 p.m.
W May 12	8 - 9:50 a.m.
M May 10	10 - 11:50 a.m.
M May 10	1 - 2:50 p.m.
W May 12	1 - 2:50 p.m.
M May 10	3 - 4:50 p.m.

W May 12 10 - 11:50 a.m.

T May 11	8 - 9:50 a.m.
T May 11	10 - 11:50 a.m.
R May 13	10 - 11:50 a.m.

T May 11	1 - 2:50 p.m.
R May 13	1 - 2:50 p.m.
R May 13	3 - 4:50 p.m.

T May 11	3 - 4:50 p.m.
W May 12	3 - 4:50 p.m.
T May 11	7 - 8:50 p.m.
M May 10	6 - 7:50 p.m.
T May 11	6 - 7:50 p.m.
W May 12	6 - 7:50 p.m.
R May 13	6 - 7:50 p.m.

- Social Studies (History) Education 9 - 12
- Speech/Theater Education 9 - 12
- Special Education K - 12
 - Behavior Disorders
 - Learning Disabilities
 - Mental Handicaps
- Unified Music (Vocal/Choral) K - 12
- Unified Science 9 - 12

Graduate Degree Programs

- Counseling Psychology (M.S.)
- Education (M.S.)

Humanities Department

Undergraduate Degree Programs

- Art (B.A.)
- Communication (B.A.)
- English (B.A.)
- General Studies-Humanities (B.A.)
- Music (B.A.)
- Theater (B.A.)
- Theater (B.F.A.)
- Theology (B.A.)

Natural and Allied Health Sciences/

Mathematics Department

Undergraduate Degree Programs

- Biology (B.S.)
- Chemistry (B.S.)
- Computer Science/Mathematics (B.S.)
- Mathematics (B.A.)
- Medical Technology (B.S.)
- Natural Science (B.A.)
- Premedicine (B.S.)
- Radiologic Technology (B.S.)

Nursing Department

Undergraduate Degree Program

Nursing (B.S.N.)

Social Science Department

Undergraduate Degree Programs

- General Studies - Social & Behavioral Sciences (B.A.)
- History (B.A.)
- Political Science (B.A.)
- Social Work (B.S.W.)
- Sociology (B.A.)



PROGRAM OFFERINGS

By Department & Degrees

Business and Economics Department

Undergraduate Degree Programs

- Accounting (B.S.)
- Business Administration (B.S.B.A.)
- Finance (B.S.B.A.)
- General Management (B.S.B.A.)
- Information Science (B.S.B.A.)
- International Business (B.S.B.A.)
- Paralegal (B.S.)
- Marketing (B.S.B.A.)

Certificate Program

Paralegal

Graduate Degree Program

Master of Business Administration (M.B.A.) with a concentration in:

- Accounting

- Finance
- General Management
- Health Care Administration
- International Business
- Management Information Systems
- Marketing

Education and Psychology Department

Undergraduate Degree Programs

- Elementary Education (B.S.)
- Middle School Education (B.S.)
- Psychology (B.A.)
- Special Education (B.S.)

Programs for teacher education approved by the State of Missouri:

- Art Education K - 12
- Business Education 9 - 12
- Elementary 1 - 6
- English Education 9 - 12
- Mathematics Education 9 - 12
- Middle School 5 - 9

Accreditation

Avila College is accredited by the:
Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools
 30 North LaSalle St., Suite 2400
 Chicago, Illinois 60602-2504
 (800) 621-7440 • Fax: (312) 263-7462
 Internet: info@ncacihe.org

Avila is also accredited by Joint Review Committee on Education in Radiologic Technology, National Accrediting Agency for Clinical Laboratory Sciences, the Council on Social Work Education, the Missouri State Board of Nursing, the Missouri State Department of Elementary and Secondary Education, and the National League for Nursing. Avila College has professional approval of the Paralegal Program by the American Bar Association.

Nondiscrimination Policy

Avila College does not discriminate on the basis of sex, race, age, religion, color, disability, sexual orientation or national origin in administration of its educational and admission policies, scholarship and loan programs, athletic and other school administrated programs. Inquiries may be addressed to Director of Affirmative Action, Avila College, ext. 3700.

ADVISING & REGISTRATION DATES SPRING 1999

Advising Dates

Academic advising is required for all degree-seeking undergraduate, graduate and certification students before registration for each semester. Advising is by appointment.

Current and New Students

Oct. 26 - Nov. 24

Academic Advising for Spring 1999 for new and currently enrolled students

Jan. 4 - Jan. 25

Academic Advising for Spring 1999 for new and currently enrolled students

New Students Only

Nov. 30 - Dec. 11

Academic Advising for Spring 1999 for new students

Additional advising by appointment only.

Attention Graduating Seniors

If your core curriculum requires Level III courses and you are planning to graduate May 1999 or July 1999, you must enroll in IS 498 Senior Experience. The course will be offered only on Saturday, February 27, 1999. The class is scheduled from 8:30 a.m. - 5:00 p.m. Check with your advisor for further information.

Registration Dates

Students must register in person or by telephone with the Registrar's Office. Check page 2 for office closings.

In-Person Registration

Current Students Only

Each student will register according to classification. Please see page 11 for details.

10 a.m. - 5 p.m.

Nov. 16	Seniors & Certification Students only
Nov. 17	Seniors, Juniors & Certification Students only
Nov. 18	Seniors, Juniors, Sophomores & Certification Students only
Nov. 19	Seniors, Juniors, Sophomores, Freshmen & Certification Students only
Nov. 20	All Students

Current and New Students

In-person registration

Nov. 20 - Jan. 8	10 a.m. - 5 p.m.
Jan. 11-14	10 a.m. - 6:15 p.m.
Jan. 15, 22	10 a.m. - 5 p.m.
Jan. 19-21	10 a.m. - 6:15 p.m.
Jan. 25	10 a.m. - 6:15 p.m.

Late Registration in-person only for Day/Evening for Spring 1999 with late fee

Jan. 19-21	10 a.m. - 6:15 p.m.
Jan. 22	10 a.m. - 5 p.m.
Jan. 25	10 a.m. - 6:15 p.m.

Graduate Students

Graduate students may register on any of the dates and times of registration. Contact graduate advisor or department for further details.

Telephone Registration

For degree-seeking and certification students only after completing advising.

Nov. 23, 1998 - 10 a.m. - 5 p.m.
 Jan. 8, 1999

1. Make sure your advising form is on file in the Registrar's Office in Blasco Hall.
2. Have your social security number and the department, course number and section of the class(es) in which you want to register in front of you before you call to register.
3. Call the Registrar's Office at ext. 2210 or 2209.

ADMISSION & ENROLLMENT

Admission

New and Former Avila Students

Students who are new to Avila College or former Avila students who have not been enrolled for the last two consecutive semesters must apply for admission/readmission through the Admissions Office for all programs except the MBA. There is no application fee for undergraduate admissions. Contact the Avila Admissions Office directly at ext. 3500, or 1-800-GO-AVILA for information. Students must be admitted to Avila College before their application for financial aid can be evaluated. Apply early for admission and financial aid to expedite financial aid evaluation and award time. Once students are admitted or readmitted, they follow the same registration procedure as continuing students, outlined in the next section. See the Instructions and

Application for Undergraduate Admission on the last two pages of this course schedule.

International Students

International students must complete the following admission steps:

1. Submit an application for admission.
2. Submit a notarized English translation for each transcript, if transcript is not issued in English.
3. Submit a Supplemental Information Sheet if transferring from any U.S. college or high school.
4. Demonstrate proficiency in the English language through previous college course work or standardized testing such as the T.O.E.F.L. or Michigan examination.
5. Verify financial support.
6. Provide fees for health insurance or proof of coverage.
- An I-20 student visa form will be issued only after satisfactory completion of the above and payment of a \$100 tuition deposit.

Graduate Admission

Master of Business Administration

1. Contact the MBA office at ext. 2321 for application and admission materials and details.
2. To be admitted to the MBA program, you must have a baccalaureate degree from an accredited institution.
3. You must have at least 1,000 points based on this formula: 200 X your grade point average on your last 60/90 semester/quarter hours (on a 4.0 scale), plus the GMAT score.
4. If you are a student from a country other than the U.S., you should have a minimum 450 score on the GMAT Exam and a minimum score of 550 on the T.O.E.F.L. exam.
5. If you do not meet these requirements, you may petition for admission. Typically, if you have a 3.0 or better in your last 60 hours or overall GPA, you may begin studies without a GMAT score, and submit it at a later date.
6. You must submit official transcript(s) of all previous credits from all institutions attended.

Master of Science in Education

1. Contact the Office of Admissions at ext. 3500 for application and admission materials and details.
2. To be admitted to the Master of Science in Education program, you must have a baccalaureate degree from an accredited institution.
3. You must submit official transcript(s) of all previous credits from all institutions attended.
4. You must have a 3.0 grade point average (on a 4.0 scale) for the last 60 hours of undergraduate work.
5. You must submit a graduate application form and two letters of recommendation.
6. You must have a current teaching certificate in one or more areas.

Master of Science in Counseling Psychology

1. Contact the Office of Admissions at ext. 3500 for application and admission materials and details.
2. To be admitted to the Avila College Master of Science in Counseling Psychology program, you must have a baccalaureate degree from an accredited institution, which includes four specific undergraduate courses: General Psychology, Personality Theory, Social Psychology, and Abnormal Psychology.
3. You need to submit official transcript(s) of all previous credits from all institutions attended.
4. You need to have a 3.0 grade point average (on a 4.0 scale) for the last 60 hours of undergraduate work.
5. You need to submit your scores on the general portion of the GRE.
6. You need to submit a graduate application form and two letters of recommendation.

FACULTY ADVISORS

For advisor information, call ext. 2210. Once admitted, you must make an appointment to meet with your faculty advisor to select courses. Phone extensions are in parentheses.

Undergraduate Advisors

Accounting

Initial advising appointments for all new students and for continuing students who have not officially declared a major are with:

Doris Frede (2325)

Only continuing students who have declared Accounting majors meet with advisors as indicated below:

A-G	Doris Frede (2325)
H-Z	Bonnie Givens (2395)

Anthropology (minor only) Dona Neuman (2248)

Art Susan Lawlor (2362)

Biology Steve Daggett (2254)

Business

Initial advising appointments for all new students in Accounting, Business and Paralegal Studies/Legal Assistant programs and for continuing students in those areas who have not officially declared a major are with:

Doris Frede (2325)

Only continuing students who have declared the following Business majors meet with advisors as indicated below:

Business Administration

A-M	Brian Buckler (2323)
N-Z	Robert Gay (2324)

Finance Robert Gay (2324)

Gen. Mgmt. Richard Woodall (2320)

Information Science Pat Kopp (2352)

Int'l Business John Shoenhair (2256)

Marketing Brian Buckler (2323)

Minor (Bus.) Doris Frede (2325)

Chemistry Linda Cleveland (2390)

Communication

A-G	Dotty Hamilton (2246)
H-N	Ben Meade (2346)
O-Z	Steve Iliff (2363)

Computer Science/Mathematics

A-L Don Faurot (2388)
M-Z Judy Munshower (2285)

Computer Science Pat Kopp (2352)
(minor only)

Education

Elementary

A-L Laura Sloan (2261)
M-Z Karen Garber (2267)

Special Education: MH, BD, LD &
Cross Categorical

A-Z (until 1/99) Deana Angotti (2446)

A-Z (1/99 and on) Fred Geer (2269)

Middle School

A-M Reulan Levin (2431)
N-Z Sue McCalley (2433)

Secondary (minors)

A-M Reulan Levin (2431)
N-Z Sue McCalley (2433)

English

A-L Mary Benson (2233)
M-Z Nancy Cervetti (2252)

General Studies

Humanities Carol Coburn (2289)

Social/Behavioral Science

Roena Haynie (2247)

Gerontology Dona Neuman (2248)
(minor only)

History

A-L Sherry Schirmer (2249)
M-Z Jeffrey Myers (2245)

Mathematics

A-L Don Faurot (2388)
M-Z Judy Munshower (2285)

Medical Technology

Elaine Hostetler (2386)

Music Cynthia Hukill (2419)

Natural Science Eric Anderson (2222)

Clinical Lab Science

Elaine Hostetler (2387)

Unified Science Eric Anderson (2222)

Nursing

1st Year Pre-Nursing

Projected Clinical Year 2000

Avila Freshmen 1998

A-G Linda Cleveland (2390)
H-Z Mark Seelbinder (2351)

Other Students for Clinical Year 2000

A-Z Janet Ahlstrom (2282)

2nd Year Pre-Nursing

Projected Clinical Year 1999

Avila Freshmen 1997

A-G Linda Cleveland (2390)
H-Z Mark Seelbinder (2351)

Other Students Clinical Year 1999

A-Z Brenda Patzel (2238)

3rd Year Nursing with

Clinical Placement

A-Z Lonna Boen (2288)

4th Year Nursing with

Clinical Placement

A-Z Michele Hinds (2287)

RNB Students Susan Fetsch (2271)

Newly Accepted Students

Susan Fetsch (2271)

Paralegal Studies

Initial advising appointments for all
new students and for continuing
students who have not officially
declared a major are with:

Doris Frede (2325)

Only continuing students who have
declared their Paralegal Studies major
meet as follows:

Paralegal Studies/Legal Assistant

Judy Gibbs (2244)

Paralegal Cert.

Judy Gibbs (2244)

Philosophy S. Ruth Stuckel (2407)
(minor only)

Political Science John Theis (2242)

Prelaw John Theis (2242)

Premedicine Larry Sullivan (2255)

Psychology

A-G Stephen Sirridge (2262)
H-L Cathy Bogart (2392)
M-Z Frank Yeatman (2264)

Radiologic Technology

B.S. Program

A-P Carole Urbanski (2224)
Q-Z Stephanie Whisler (2387)

RT degree completion

A-P Carole Urbanski (2224)
Q-Z Stephanie Whisler (2387)

Social Work

A-K Kim Anderson (2393)
L-Z Roena Haynie (2247)

Sociology

Dona Neuman (2248)

Theater

B.F. A. Acting/Producing/Directing
Charlene Gould (2411)

B. F. A. Technical Theater
Lori Bush Whitsitt (2291)

B.A. Theater
Lori Bush Whitsitt (2291)

Theology

Mary Hynes (2284)

General Advisors

A-C Sr. Ruth Stuckel (2407)
D-L Mary Hynes (2284)
M-R Sr. Ruth Stuckel (2407)
S-Z Esther Mills (2359)

Women's Studies (minor only)

Nancy Cervetti (2252)

Graduate Advisors

Master of Business Administration

A-Z Wendy Acker (2321)

Master of Science in Education

A-Z
S. Marie Georgette Eschbacher (2207)

Master of Science in Counseling Psychology

A-G Stephen Sirridge (2262)
H-L Cathy Bogart (2392)
M-Z Frank Yeatman (2264)

SPRING 1999 FINANCIAL INFORMATION




Financial Aid

Requirements: Free Application for Federal Student Aid (FAFSA), Avila Financial Aid Data Sheet, 1997 tax return(s), verification form. Early application is advantageous. All aid applicants must be accepted for admission to the College before an award is made.

All students are encouraged to apply for all types of financial assistance. Special circumstances may be explained in writing and will be considered on an individual basis. Awards available: Federal Pell Grant; Federal SEOG; Federal Work-Study Program; Federal Perkins Loan; Federal Stafford Loan and Federal Unsubsidized Stafford Loan; Charles Gallagher (formerly Missouri Student) Grant; Missouri "Bright Flight" Scholarship; President's Scholarship; St. Teresa of Avila Award; Athletic and Performance Grants (offered in Theater and Music); Art, Biology, Communication and Premed Focus Grants; Dependents of Alumni Grants; Family Grants; Avila Need-Based and Residence Grants; Avila Work Program.

Tuition & Fees

Tuition and fees are the same for audited and credit courses. Previous semester charges must be paid in full before registering for the next semester.

Avila accepts:   

Full-Time (12 - 18 hours)

Tuition \$5,625.00
Student Ctr. & Activity Fee \$50.00
Technology Fee \$30.00
Tuition per credit hr. over 18 hrs.
(or 19 hrs. if 19th hr. is choir) \$245.00

Part-Time & Audit (1 - 11 hours)

Tuition per credit hour \$245.00

Student Center &
Activity Fee per credit hour \$1.00
Technology Fee per credit hour \$2.00

Graduate Credit

Tuition for graduate classes
per credit hour \$295.00
Student Center &
Activity Fee per credit hour \$1.00
Technology Fee per credit hour \$2.00

Dual Enrollee Student (high school junior or senior)

50% of current tuition per credit hour

Students 55 Years & Older

(verification of your age is required)

Full-Time Tuition
(12 - 18 hrs.) \$2,812.50
Full-Time Student
Center & Activity Fee \$25.00
Full-Time Technology Fee \$30.00
Part-Time Tuition
per credit hr. \$122.50
Part-Time Student Center
& Activity Fee per credit hour \$.50
Part-Time Technology Fee
per credit hour \$2.00
Graduate Tuition per credit hr. \$147.50

Non-Credit/Continuing Education Registration

Undergraduate classes only
per credit hr. \$122.50
Students 55 years and older \$60.75
(verification of age is required)
Non-credit graduate courses are
not available.

Nontraditional Credit

College Level Examination Program
(CLEP) per credit hr. \$20.00
Departmental Examination 30% of
current tuition per credit hour
Experiential Learning 30% of current
tuition per credit hour

Other Expenses Per Semester

The following fees apply to full- and
part-time students:
Change of Program \$15.00
Deferred Payment Plan \$35.00
Late Degree Application
Filing Fee \$10.00
Graduation Fee \$85.00

Insurance for 12 months (optional)*

* All international students are required to
verify health insurance coverage.

Lab Fee (refer to courses)

Late Payment Penalty \$15.00
Late Registration Fee \$25.00

*Does not include registering for weekend
intensive or Saturday courses*

Returned Check Fee \$20.00

*Returned check payment must be made in
cash, money order, certified check or similar
item plus the fee.*

Reinstatement Fee \$25.00

Room & Board

Double \$2,300.00
Private (if available) \$2,750.00

Special Course Fees refer to courses

Transcripts \$2.00
Transcript Re-evaluation Fee \$5.00
Subsequent Transcript
Re-evaluation Fee \$10.00

Music Fees & Private Lessons

Private lessons, which may be taken for
credit or not, are available in voice and
piano. Check with Humanities Dept.,
ext. 2289, for course number and lesson
time before registration.

Full- or Part-Time Avila Student

Noncredit (30 min. weekly) \$225.00
Noncredit (45 min. weekly) \$325.00
Noncredit (60 min. weekly) \$400.00
Credit (45 min. weekly) \$175.00
Credit (60 min. weekly) \$200.00

Non-Avila Student

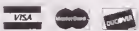
30 min. weekly \$225.00
45 min. weekly \$325.00
60 min. weekly \$400.00



Payment Plans

Select your method of payment:

Payment in Full

Avila College accepts  credit cards, cash, personal checks and money orders.

Deferred Payment Plan

- For details about the Deferred Payment Plan, contact the Business Office in Blasco Hall at ext. 3700.
- To be eligible, all tuition, fees, etc. from previous semesters must be paid in full.
- You are responsible for the total charges even if some portion of the payment is deferred.
- Forms are mailed with your tuition statement.
- If you wish to participate, please sign and return the Deferred Payment Plan Agreement form to the Business Office in Blasco Hall. If you do not return the form, by making the first payment of the Deferred Payment Plan, you are indicating you accept all conditions of the plan.
- There is a \$35 plan fee per semester.
- A late payment penalty of \$15 will be charged for each payment not paid on or before due date.
- If you register prior to December 24, 1998, make sure at least 25% of your tuition and fees is received in the Avila College Business Office in Blasco Hall no later than December 31, 1998. Financial Aid papers, if applicable, must be signed in the Business Office during the first week of classes. The balance is payable in three equal installments due: February 15, March 15 and April 15, 1999.
- If you register after December 23, 1998, make sure at least 25% of your tuition and fees is paid at the time of registration. Financial Aid papers, if applicable, must be signed in the Business Office during the first week of classes. The balance is payable in three

equal installments due: February 15, March 15 and April 15, 1999.

- Failure to remit your first payment due in the Business Office will result in cancellation of your registration. You may be reinstated by paying a reinstatement fee and completing the proper form available in the Registrar's Office. However, your original classes cannot be guaranteed.

Tuition Adjustments

First day of Spring term classes is January 19, 1999.

If adding, dropping or withdrawing, the student must complete a Change of Program Form available in the Registrar's Office and must process and return the form to the Registrar's Office for the transaction to be complete. The date the form is returned to the Registrar is the date of the transaction. The time periods for the adjustments commence with the first day of classes according to the academic calendar and not the beginning date of the individual courses. Laboratory fees are not refundable. Tuition will be adjusted for full- and part-time students in accordance with the student's classification as either a "first-time student at Avila" or "all other student" status. The following procedures will be used:

Cancellation of Registration

Prior to the start of classes and the first seven calendar days of the semester, a cancellation of registration will result in the cancellation of all tuition and fees. A fee (\$100 for full-time; \$25 for part-time) will be charged. Cancellation of registration is a complete withdrawal from the college and no records will be kept. To cancel registration, a Change of Program Form available in the Registrar's Office must be processed and returned to the Registrar's Office during the first seven days of classes.

Withdrawal from All Classes

- Tuition adjustment for the "**first-time student at Avila**" processing a complete withdrawal from the college will follow federal pro-rata refund procedures, which provide for adjustments up through the first 60% of the term as calculated by weeks. After the 60% period, there will be no reduction of the original charges, and they are due and payable. The calculation is made using weeks remaining divided by the total number of weeks in the term and rounding the result downward to the nearest whole 10%. A withdrawal fee (\$100 for full-time; \$25 for part-time) will also be charged.
- Tuition adjustment for "**all other students**" processing a complete withdrawal from the College:
 - 1 through 7 calendar days
100%, withdrawal fee applies
 - 8 through 14 calendar days
75%, withdrawal fee applies
 - 15 through 21 calendar days
50%, withdrawal fee applies
 - 22 through 28 calendar days
25%, withdrawal fee applies

After the 28th day, there will be no reduction of the original charges, and they are due and payable.

Change in Status from Full-time to Part-Time

Prior to the start of classes and the first seven calendar days of the semester, tuition will be reassessed at the part-time rate. After seven calendar days, there will be no tuition reduction, and the original charges will be due and payable. The Change of Program Form must be processed and returned to the Registrar's Office during this seven-day period.

If any tuition reduction results in an overpayment, the appropriate refund will be made following the Avila refund policies. Where federal financial aid or federally guaranteed monies are involved, the federal regulations relating to refunds will be integrated

with the Avila policies. If any tuition reduction results in the student still owing Avila, it will be due and payable.

Credit Balance Returns

Credit balances may be requested at the Business Office any time after the second day of classes. In instances where credit balances are created by funds paid from outside sources (such as business, government and banks), the money must first be received by the College in order to issue a disbursement check to the student. An authorization to bill an outside source does not create a credit balance. Checks will be issued after the 14th day of classes, provided the request was received five to seven days prior to the refund date. Requests received after the second week of classes will be ready within seven days. Federal Perkins Loan papers must be signed during the first four calendar days of classes to have the loan proceeds included in any credit balance returns. The loan proceeds will appear on your statement after the Promissory Note has been completed.

1. \$300 or less – The entire amount will be returned at one time.
2. Any amount over \$300 – \$300 will be returned initially; the remaining balance may be requested during the fifth week of the semester.
3. Federal Stafford Loan, Federal Unsubsidized Stafford Loan and/or Perkins Loan recipients:
 - a. Remember: Loans of any type must be repaid whether or not you graduate or are satisfied with the education you receive. Borrow wisely!
 - b. For first-year, first-time undergraduate borrowers, regulations require that the College hold the loan checks until 30 days have expired from the first day of classes. At that time, after class attendance and academic progress have been verified, loan checks may be endorsed by the student and any resulting credit balance checks will be ready no later than seven

working days after the loan check is endorsed.

- c. For all other borrowers: Avila College regulations will not permit credit balances generated by these loans to be returned until classes have begun and attendance has been verified. When the loan check is endorsed before classes begin or through the first seven days of classes, the credit balance check will not be ready until the 14th day of classes. If the loan check is endorsed after the seventh day of classes, the credit balance check will take about seven working days to issue.

Residence Hall Refund

See the Avila College catalog for a description of the Residence Hall Refund Policy.

Appeal Policy

Students who feel their individual circumstances warrant an exception from the above-stated refund policy may appeal in writing. The appeal should include a statement of the exception being requested, an explanation as to why an exception should be granted, and appropriate materials to support the request for the exception. The appeal and supporting materials should be sent to:
Dr. Esther Ray Mills, Associate Dean for Academic Affairs
Avila College, 11901 Wornall Road
Kansas City, MO 64145.

Once all appeal materials are complete in the Dean's Office, a decision will be made within 14 calendar days.

Crediting Financial Aid Awards to Student Accounts

1. Financial Aid, including loans, must be fully processed and loan checks, or disbursing dates thereof, must be on record in the Business Office at registration time to be considered as reducing the balance due. If this is not the case, you will be responsible on the due date for the payment that is due.

2. Where loans are involved, the proceeds must be applied to any balance due. Students may call the Business Office at ext. 3700 to verify if their proceeds have arrived. A notice will be mailed to you from the Financial Aid Office when the loan proceeds are received. Credit balances on accounts will be returned as noted earlier in the section called "Credit Balance Return."
3. Registration charges are audited by Business Office personnel. Students are responsible for any balance owed due to an assessing error.
4. Federal Perkins Loan recipients must go to the Business Office and sign the loan papers before the loan will appear on their statement. The loan proceeds will be used in the calculation of the deferred payment agreement for January 1999. Loan papers not signed before the February 15, 1999, deferred payment date will increase the amount owed on the February, March and April 1999 payments until the loan papers are signed and this could incur late payment charges.

REGISTRATION INFORMATION

If you are planning to enroll:

1. Take the appropriate placement exam(s) as advised. If you are planning to enroll in a writing or a specific mathematics course, you must either have official ACT scores (dated Jan. 1, 1995, or later) on file or you must take placement exams at Avila College.

English Placement Exam

- a. If you are entering Avila without ACT scores and want to enroll in English 95, 111 or 112, you must take the English placement exam before you register.
- b. There is no charge for the exam.
- c. Call the Registrar's Office at ext. 2210 to make arrangements to take the exam.

d. In order to enroll, you must present a form signed by your advisor indicating the course in which you should enroll.

Math Placement Exam

- a. If you have taken the ACT since January 1995 and have an ACT math score of 20 or higher, you will be placed in MA 115, 120 or 210 by your advisor. Any student has the option of taking the current math placement exam.
 - b. If you are planning to enroll in MA 115 or 120 and have not taken the ACT since January 1995, you must take the math placement exam at Avila College before you may register.
 - c. If you have previously passed Math 120 or its equivalent, you do not need to take the math placement exam.
 - d. There is no charge for the exam.
 - e. Call the Registrar's Office at ext. 2210 to make arrangements to take the exam.
 - f. In order to enroll, you must present a form signed by your advisor indicating the course in which you should enroll.
2. Register in person in the Registrar's Office or use telephone registration. See the Academic Calendar on page 3 for registration dates.

Methods of Registration

Being advised does not mean you are registered in any courses. Be sure all tuition, fees or other charges from previous semesters have been paid in full. You must register with the Registrar's Office in Blasco Hall by using one of the following options:

In-Person Registration

1. Present your advising form to the Registrar's Office in Blasco Hall and request to be registered.
 2. During the first four days of registration, current students may register according to classification:
- | | |
|------------|---|
| First Day | Seniors and
Certification Students |
| Second Day | Seniors, Juniors and
Certification Students |
| Third Day | Seniors, Juniors,
Sophomores and
Certification Students |
| Fourth Day | Seniors, Juniors,
Sophomores, Freshmen and
Certification Students |

Graduate students may register on any registration dates/times.

Students are classified by the number of credit hours completed as of the first day of registration (the number of credit hours will not include the hours currently in progress).

Seniors (96 or more hours completed)
Juniors (64-95 hours completed)
Sophomores (32-63 hours completed)
Freshmen (0-31 hours completed)

Certification students are those who have been officially accepted in either the Teacher Certification or Paralegal Certification programs. Classification for these students will be listed as "CT." Lists of students by classification will be posted outside the Registrar's Office at least three weeks prior to the beginning of registration. A student may question that classification in person in the Registrar's Office, and, if it is found to be incorrect, have it changed only if this is done prior to the first day of registration. After the first four days, all students may register.

See page 5 for specific dates and times.

Telephone Registration

1. Make sure your advising form is on file in the Registrar's Office in Blasco Hall.
2. Have your social security number and the department, course number and section of the class(es) in which you want to register in front of you before you call to register.
3. Call the Registrar's Office at ext. 2210 or 2209.

See page 5 for specific dates and times.

Late Registration

(see Academic Calendar for dates)

1. Late registration must be completed in person.
2. You will be charged \$25 for registering late.
3. You will not be charged a late fee if you are registering for weekend intensive or Saturday classes.

Registration for Non-Degree Seeking Students

Avila College offers a special enrollment process for all students not seeking an Avila College degree. No transcript or formal application is necessary. You may register at the



Registrar's Office for any course. To register for a course numbered 310 or above, students must meet with an advisor. High school juniors and seniors, home schoolers, students from other colleges as well as anyone simply wishing to enrich an educational background are encouraged to take advantage of this convenient opportunity. Students who enroll through this program are limited to a total of nine credits at Avila College before they are asked to seek formal admission.

We recommend that visiting students submit written permission from their own institution in advance of their registration at Avila College to be sure the course work will transfer. The following non-degree seeking students do not have to apply for admission through the Admissions Office. They can register directly by coming in person to the Registrar's Office during office hours:

- A. Accepted Non-Degree
- B. Area Exchange
- C. Continuing Education
- D. Dual Enrollee (high school student)
- E. Enrichment
- F. Visiting

Continuing Education

Courses at Avila College may be taken for Continuing Education on a space-available basis. Since no academic credit is awarded, students are not required to meet the admission requirements of the college. A stipulation of the continuing education option is mandatory class attendance. The level of class participation for continuing education is determined by the individual instructor. A certificate from Avila College will be awarded to those who have met the continuing education requirements of the course.

Enrollment for this option begins in the Registrar's Office at Blasco Hall during published in-person registration days and times. Enrollment in a lower division course for Continuing Education requires the appropriate

prerequisites but does not require departmental approval. Enrollment in an upper-division course (course numbered 310 or above) on the Continuing Education option must have the approval of the department offering the course. A signature from a departmental representative is required. If a student withdraws from a course taken for Continuing Education, a refund will be granted according to the time frame for part-time students minus a \$10 administrative fee.

Additional Registrar Information

Student Responsibility

Each student is responsible for conforming with regulations in the Avila College catalog. Therefore it is important for each student to remain currently informed throughout the period of enrollment. The primary responsibility for meeting graduation requirements rests with the student. Degree requirements are subject to change. It is the student's responsibility to be informed of applicable requirements. Faculty advisors and personnel are available to provide guidance.

Schedule Changes and Course Withdrawals (Add/Drop)

Schedule changes and course withdrawals are official when forms available in the Registrar's Office have been processed and returned to the Registrar's Office. The fee for each change is \$15. There is no fee for changes made as a result of classes canceled by the College. There is no late fee for adding a weekend intensive or Saturday class.

Attending or ceasing to attend classes does not constitute official enrollment or withdrawal. If you do not officially withdraw from a course by the published deadlines, you will receive a final grade of "F."

Registration for a class must be made before the last day indicated for entering a class. Information about weekend intensive courses is found on

page 29. Withdrawals from other courses must be completed prior to the dates on the Academic Calendar found on page 3.

Course Cancellation

Courses listed in this schedule are subject to cancellation for insufficient enrollment. For this reason, students are encouraged to register early.

Exchange Programs

Area Exchange Program

If you enroll at Avila College, you also have access to the curricular offerings of many other colleges and universities in metropolitan Kansas City. If you are a full-time, undergraduate student (12 or more credit hours) at Avila College, you may take one course per semester at another area campus at no additional tuition costs after prior certification of status by the Registrar at Avila College. This does not apply to summer sessions. Participating institutions are Avila College, Central Missouri State University, Kansas City Art Institute, Longview Community College, Maple Woods Community College, Park College, Penn Valley Community College, Rockhurst College and University of Missouri-Kansas City. Participation is subject to change at any time.

Carondelet Colleges Exchange Program
See Registrar for details.

SPRING 1999 COURSE INFORMATION

Abbreviations

M = Monday
T = Tuesday
W = Wednesday
R = Thursday
F = Friday
S = Saturday
ARR = Arranged
TBA = To be announced
Students will meet on a one-to-one basis with a particular instructor.
O/C = Class meets off campus.

Cross-Listed Courses

Some courses are offered for credit by more than one department. Be sure you register only for the department under which you wish your credit recorded on your permanent academic record.

Course Numbers

091 - 099	Skills courses (will not count toward graduation)
101 - 199	Introductory courses
201 - 299	More advanced introductory courses; may have prerequisites
310 - 449	Upper-division courses open to all students
451 - 499	Upper-division courses open to majors/minors
501 - 599	Pre-graduate courses
601 - 699	Graduate courses

Meets Core

1. Beginning Fall 1993, core courses are identified as meeting core (Level I, Level II, Level III and Level IV).
2. A course with this designation will be accepted to meet core requirements.
3. A complete listing of core courses is found in the Avila College Catalog.
4. Students should check with their advisors for the specific requirements and/or read the materials in the Avila catalog for the year they began their enrollment at Avila College.

Communication Intensive Courses

Courses designated with a "C" immediately following the course number meet the Communication Intensive requirement.

Prerequisites

Students are responsible for ensuring they have the necessary prerequisites for classes in which they enroll.

GRADING POLICY, TRANSCRIPTS & PUBLICATION OF STUDENT INFORMATION

Grading System

Grade Points Per Semester Hour

A - Superior	4
B - Above Average	3
C - Average	2
D - Below Average	1
F - Failing	0

W - Withdrawal

Withdrawal prior to the 11th week of semester-long classes. For shorter courses, see page 29.

AU - Audit

Courses may be taken for audit with approval of the instructor. Students may change a credit course to audit prior to the 11th week of classes; students may also change an audit course to credit with the permission of the instructor prior to the SECOND week of classes. Students auditing a course are required to meet the attendance and participation requirements of the course. If the requirements are not met, students will be withdrawn from the course by the instructor. A final grade of "AU" is recorded on the transcript.

CR/NC - Credit/No Credit

A grade of CR (Credit) indicates a student has successfully fulfilled all the requirements of a course. This option must be contracted during the first week of a semester-long course. A grade of CR/NC may not be subsequently converted to a standard letter grade. A student may choose up to 12 credit hours for this grading option excluding those hours designated by the department as Credit/No Credit. For weekend intensive courses, see page 29.

I - Incomplete

The student and instructor must complete the Incomplete Grade Contract prior to end of the course. Contracts are available in the

Registrar's Office. Course work required for a grade must be completed within six weeks after the close of a session unless a shorter time is stipulated by the instructor; if not, the Incomplete will be changed to a grade of "F". For additional information, please call the Registrar's Office.

GPA - Grade Point Average

The GPA is obtained by dividing the total number of grade points by the total number of semester hours, including transfer credits, but excluding grading assessments of W, AU, CR/NC and I. Transcript letter grades may be assigned with + or -, but grade points will reflect only the letter grade in computation of the GPA. All grades for courses retaken will be displayed on the transcript, but only the most recent grade will be averaged into the GPA.

Grade Reports

Grades will be mailed to the student's permanent address. Grades will not be released over the telephone or in the Registrar's Office.

Transcripts

Students who have satisfied all financial obligations to Avila College are entitled to transcripts of their academic records. Due to the confidential nature of a student's record, transcripts are issued only upon written authorization of the student concerned. Telephone requests will not be accepted. Written requests should be directed to the Registrar's Office. Official transcripts are forward directly by mail to other institutions. They bear the Avila College seal and the signature of the Registrar. Unofficial transcripts are issued to the student for personal use. The fee for each transcript is \$2, payable in advance. Please allow at least 24 hours to process the request for transcripts.

Publication of Student Information

Avila College will release the following information regarding a student (unless the student states in writing that no information is to be released about him/her):

1. That the student is enrolled (full or part-time status is NOT released)
2. The name and major of a student for the Honors Program Booklet, Commencement Booklet and Honors Convocation Booklet and hometown newspaper when an academic honor is received.

Avila College will NOT release the address or telephone number of a student to any outside source or to any college personnel who does not have a legitimate reason for receiving such information.

KEY OFFICES, HOURS & CONTACT INFORMATION

The following offices are open Monday – Friday from 8 a.m. – 5 p.m.:
Admissions, Athletic Office, Business Office, Financial Aid, Registrar, Residence Life, Student Affairs, Student Life, Student Resource Center.

The following offices have also extended their office hours until 6:15 p.m. on Wednesdays when classes are in session: Athletic Office, Student Affairs, Student Life, Student Resource Center.

Admissions Office

Blasco Hall, upper floor, ext. 3500

Bookstore

Marian Center, lower level, ext. 2230.
The campus bookstore meets students' needs for texts, supplies and also sells gift items. The bookstore also operates the campus Lost & Found.

Hours for Spring 1999

Jan. 4-8	10 a.m. - 5 p.m.
Jan. 11-14	10 a.m. - 6 p.m.
Jan. 15	10 a.m. - 4 p.m.
Jan. 18	CLOSED
Jan. 19-21	8:30 a.m. - 6:15 p.m.
Jan. 22	8:30 a.m. - 4 p.m.
Jan. 25-28	8:30 a.m. - 6 p.m.
Jan. 29	8:30 a.m. - 4 p.m.

February 1 through end of semester:

Mon. & Wed. 8:30 a.m. - 6 p.m.
Tues., Thurs. & Fri. 8:30 a.m. - 4 p.m.

Book Return Policy

If a student drops or changes a course, the text may be returned under the following conditions:

1. Return must be accompanied by register receipt, change of class sheet or withdrawal slip from Registrar's Office.
2. Books must be in absolutely new condition.
3. Any mark or name in a book makes it a used book, and only 50% of the new price will be paid.
4. Returns for full credit are allowed within the first three weeks of each semester. After three weeks, the book will be bought back at the Used Book Company price.
5. Used books are bought back during the school year except the first two weeks of the Fall and Spring semesters.

Business Office

Blasco Hall, ground floor, ext. 3700

Campus Security

Telephone 840-1815. From 1 p.m. - 9 p.m., use ext. 2349.

1. Two campus buildings are open until 11 p.m. with staff and phone access: Marian Center and Hooley-Bundschu Library.
2. Evening Campus Security can be reached by calling 840-1815 and leaving a message describing the situation and your location. An officer will respond ASAP.
3. Avila College security officers (Jackson County Deputy Sheriffs) are fully empowered to serve you and your security needs.
4. All campus crimes or incidents must be reported to the Associate Dean for Student Affairs at ext. 2228 or 2260.
5. In case of emergencies, never hesitate to call 911. *Campus phones dial 9-911.*

Dining Hall & Snack Bar

All students and visitors are invited to eat in Avila College's dining hall or snack bar in Marian Center.

Dining Hall (Upper Marian Center)

M - F	7:30 - 9 a.m.	Breakfast
M - F	11:30 a.m. - 1 p.m.	Lunch
M - R	5 - 6:15 p.m.	Dinner
F	5 - 6 p.m.	Dinner
Sat.	8 - 9 a.m.	Breakfast
	12 - 1 p.m.	Lunch
	5 - 6 p.m.	Dinner
Sun.	8 - 9 a.m.	Continental Bfst.
	11:30 a.m. - 1 p.m.	Brunch
	5 - 6 p.m.	Dinner

Snack Bar (Lower Marian Center)

M - R	7:30 a.m. - 8 p.m.
F	7:30 a.m. - 2 p.m.

Financial Aid

Blasco Hall, upper floor, ext. 3600

Library

Hooley-Bundschu Library, ext. 2221
Students are invited to visit the library's web page at:
www.avila.edu/hb/bibindex.htm.

Hours for Spring 1999

Mon. - Thurs.	8 a.m. - 11 p.m.
Fri.	8 a.m. - 6 p.m.
Sat.	11 a.m. - 6 p.m.
Sun.	3 p.m. - 11 p.m.

Computers for Student Use

The Computer Lab is available in the Library during the hours the Library is open (Lab closes 15 minutes prior to the Library). In the Library Computer Lab, students have access to Macintosh and Windows computers. Several of the Windows computers are on the campus LAN and may be used to access the Internet and e-mail.

Registrar

Blasco Hall, upper floor, ext. 2210

Residence Life

Marian Center, ext. 2260

Student Affairs Services

Avila College is as rewarding outside the classroom as inside. Avila College's Student Affairs Division enhances the academic experience through a variety of offices, programs and services. For further information, call the extension listed for each program.

Athletic Program

Avila College offers intercollegiate competition for women in volleyball, soccer, basketball and softball; and for men in soccer, basketball and baseball. Additionally, a spirit squad is sponsored. The Eagles belong to the Midlands Collegiate Athletic Conference and are assigned to the Great Plains Region of the National Association of Intercollegiate Athletics (NAIA). Avila College students, faculty, and staff receive free admission to all home athletic contests. For assistance, call ext. 2234.

Campus Ministry Program

This program views the development and exploration of spiritual values as an important part of the total experience at Avila College and sponsors activities such as liturgical celebrations, interfaith services, social justice awareness, volunteer services, scripture and prayer groups, retreat experiences, and individual counseling and spiritual direction. All members of the Avila College community are invited to participate in campus ministry programs regardless of religious preference. Call ext. 2423.

Career Services

Among the services provided are off-campus job postings, job vacancy notices, interest inventories and career-related personality assessments, selection of college major and career, annual Employer Fair and Interview Days, computer-based career exploration program, newsletters, as well as assistance with resumes, cover letters, job search strategies and contacts and interview skills. Call ext. 2266 for an appointment.

Child Care Center

Hours are Monday through Friday from 7:30 a.m. - 5:30 p.m. The center, located in Hodes Education Center, Room 719, serves children ages two and a half through six (must be toilet trained). Cost is \$3 per hour per child, \$2 for each additional child per family. Days of service closely coincide with the academic calendar for both fall and spring semesters. For information, call ext. 2268 or 2276.

College Skills Coordinator

To ensure student success, Avila College encourages students to meet with the College Skills Coordinator for support and advice on how to increase academic success. Together they explore issues such as time management, note and test taking, study strategies and others. Call the Student Resource Center at ext. 2266.

Counselor, Licensed Personal

Located in lower Blasco Hall in the Student Resource Center, a licensed counselor provides assessments, personal counseling and referrals for current Avila College students free of charge. Schedule appointments by calling the Student Resource Center at ext. 2266.

disAbled Student Services

Avila College welcomes students with physical or mental challenges who can be successful learners and contributors to the college community. To apply for accommodation in your learning environment (curricular or co-curricular), please complete a Request for Accommodation Form, available from the New Student Development Office in Marian Center. The Vice President and Dean for Student Affairs welcomes questions, issues or concerns. Call ext. 2227.

Health and Child Services

Located in lower Carondelet Hall and accessible through the tunnel from Marian Center, the nurse-directed health center is staffed by a registered nurse and offers free health services to students, including minor illness/ injury assessment and treatment, referrals to health care agencies or providers, student health insurance information and health counseling either on an individual basis or through group programs. Information about the Child Care Center and Montessori School is also available from this office. Call ext. 2268.

Montessori School

Located in Hodes Education Center, Rooms 715-716, the school provides schooling for children ages 3 - 6, including kindergarten. Options are available in both full- and half-day sessions, between the hours of 9 a.m. - 3 p.m. Sessions are taught by certified Montessori teachers. Days of service closely coincide with the academic calendar for fall and spring semesters. Before and after school care is available through Avila College Child Care



Center. For information, call ext. 2268 or 2276.

New Student Orientation

Orientation is held prior to the start of the Fall and Spring semesters and gives students a chance to learn about Avila College. Students will also have the opportunity to meet and interact with other new Avila College students, faculty and staff. Information regarding specific dates and times for New Student Orientation will be sent prior to the start of a student's first semester at Avila College. Call ext. 2354.

Residence Life Program

This program enables students to join a special "community of learners". Residential facilities consist of two modern air-conditioned residence halls. Each hall has twin bedrooms for 126 students, lounge facilities, study areas, cable T.V., kitchenettes, personal computers and a baby grand piano. For assistance, call ext. 2260.

Student Identification Card

Full and part-time students need to obtain photo i.d. cards from the Student Life Office in Marian Center during the first month of classes (specific times to be posted). Non-photo i.d.'s may be obtained from Student Life or the Business Office at any time. The photo i.d.'s can be revalidated each semester in the Student Life Office or the Business Office.

Student Life Handbook

The handbook is the source for all service, activity opportunities and policy statements. The Student Code of Conduct that governs all student behavior should be read by each applicant to the College. Handbooks are available from the Student Affairs and Student Life Offices in Marian Center. For assistance, call ext. 2260.

Student Life Office

Avila College supports over 20 organizations that sponsor activities such as social events, entertainment, speakers, trips, recreation, films, academic-related clubs, college newspaper and student government. Call ext. 2260.

Student Resource Center (SRC)

The Student Resource Center offers career services as well as assistance with "major" selection, personal counseling, English as a Second Language, academic success counseling, and peer tutoring. Hours Monday through Friday, 8 a.m. - 5 p.m., Wednesdays, 8 a.m. - 6:15 p.m. and by appointment. Located in Lower Blasco Hall. For assistance, call ext. 2266. Internet: SRC@mail.Avila.edu

Tutors

The Student Resource Center provides peer tutoring in math, chemistry,

English and writing. To schedule an appointment, stop by the SRC in lower Blasco or call ext. 2266. (Peer tutoring in other subject areas is provided directly through academic departments.)

Wellness, Recreation and Intramural

Available to all students, faculty and staff of Avila College. Programming is designed to promote wellness and physical fitness. Programs offered include wellness forums, classes and activities, informal recreation, and intramural competition. For assistance, call ext. 2268.



Spring 1999 Course List

Dept. No. Sec. Core Levels	Title Dotes Time	Credit Instructor	Pre Req Location	Fee
Accounting				
AC-202-10	Principles Accounting II T R 11:00 AM-12:15 PM	3.00 Bonnie Givens	Y WHI 507	
AC-202-20	Principles Accounting II T 6:00 PM - 8:40 PM	3.00 Stoff	Y WHI 507	
AC-350-10	Monogerial Accounting T R 1:00 PM-2:15 PM	3.00 Doris Frede	Y WHI 508	
AC-362-20	Intermediote Accounting II T 6:00 PM-8:40 PM	3.00 Doris Frede	Y WHI 505	
AC-370C-10	Auditing T R 1:00 PM-2:15 PM	3.00 Bonnie Givens	Y WHI 507	
AC-452C-10	Tox Accounting II T R 11:00 AM-12:15 PM	3.00 Doris Frede	Y WHI 508	
AC-475C-20	Accounting Theory M 6:00 PM-8:40 PM	3.00 Bonnie Givens	Y WHI 507	

Anthropology

AN-122-10 Level II	Culturoal Anthropology M W 10:30 AM-11:45 AM	3.00 Dovid Wissmonn	ORI 204	
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Art

AR-110-40 Level II	Intro to Art: Gollery Tours F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 1/22-23, 3/5-6, 4/16-17	3.00 Morci Aylword	DAL 820	
AR-117-10	Two-Dimensional Design M W 2:00 PM-5:00 PM	3.00 Liso Sugimoto	DAL 811	\$20
AR-183-10 Level II	Survey of Art II T R 12:30 PM-1:45 PM	3.00 Sharyl Wright	DAL 800	
AR-212-10	Intermediate Drowing T R 9:00 AM-12:00 PM	3.00 Morci Aylword	DAL 816	Y \$30
AR-218-10	Principles of Color Theory M W 10:00 AM-1:00 PM	3.00 Liso Sugimoto	DAL 811	\$20
AR-231-20	Beginning Ceromics T 6:00 PM-10:00 PM	3.00 Tom Creamer	DAL 813	\$50
AR-251-20	History of Art Theropy M 6:00 PM-8:40 PM	3.00 Stoff	BOR 402	
AR-271-20	Mocintosh Desktop Publishing M 6:00 PM-8:40 PM	3.00 Jeremy Wilkinson	ORI 103/104	
AR-332-50	Intermediote Ceromics	3.00 Tom Creamer	Y ARR	\$50
AR-380-10	Relief Printmoking T R 1:00 PM-4:00 PM	3.00 Morci Aylword	DAL 816	
AR-380-50	Diffa Design	1.00 Suson Lowlor	ARR	
AR-441-10	Corporote Identity & Ad Design M W 4:00 PM-7:00 PM	3.00 Suson Lowlor	Y DAL 817	\$30
AR-495-50	Internship	1.00-6.00 Suson Lawlor	Y ARR	
AR-499C-10	Senior Studio M W 12:30 PM-1:45 PM	3.00 Suson Lowlor	Y DAL 817	

Dept. No. Sec. Core Levels	Title Dotes Time	Credit Instructor	Pre Req Location	Fee
Biology				
BI-110-10 Level II	Principles of Biology w/Lob M W 11:00 AM-12:15 PM * Must choose o lob	4.00 Robert Powell	ORI 207	\$50
BI-110-11	Principles of Biology Lob #1 T R 9:30 AM-10:45 AM	0.00 Rabert Powell	ORI 109	
BI-110-12	Principles of Biology Lob #2 T R 11:00 AM-12:15 PM	0.00 Robert Powell	ORI 109	
BI-111-10 Level II	General Biology w/Lob M W F 11:00 AM-11:50 AM * Must choose o lob	4.00 Steve Doggett	ORI 206	\$50
BI-111-11	General Biology Lob #1 T R 1:00 PM-2:15 PM	0.00 Stoff	ORI 109	
BI-111-12	General Biology Lob #2 T R 2:30 PM-3:45 PM	0.00 Stoff	ORI 109	
BI-212-10	Botony w/Lob M W F 8:00 AM-8:50 AM W 12:30 PM-3:20 PM	4.00 Steve Doggett	Y ORI 207 ORI 109	\$50
BI-220-10	Human Anatomy & Physiol. w/Lob M W F 11:00 AM-12:10 PM M W 1:00 PM-3:50 PM	6.00 Greg Fitch	Y ORI 215	\$50
BI-342-10	Cellular Biochemistry Lob T 12:30 PM-3:20 PM	1.00 Greg Fitch	Y ORI 214	\$50
BI-345-10	Cells:Structure,Function,Chemistry M W F 9:00 AM-9:50 AM	Greg Fitch	3.00 Y ORI 206	
BI-350-10	Pathogenic Microbiology w/Lob T R 11:00 AM-12:15 PM R 1:00 PM-3:50 PM	4.00 Steve Doggett Stoff	Y ORI 206 ORI 214	\$50
BI-499C-10	Research & Seminar II F 12:30 PM-1:20 PM	1.00-2.00 Stoff	Y ORI 211	\$50

Business

BU-110C-10	Understanding Comp.: Windows M W F 9:00 AM-9:50 AM	3.00 Patrick Kopp	ORI 102/106	
BU-110C-11	Understanding Comp.: Windows T R 2:00 PM-3:15 PM	3.00 Patrick Kopp	ORI 211/106	
BU-110C-12	Understanding Comp.: Windows M W 10:30 AM-11:45 AM	3.00 Patrick Kopp	ORI 102/106	
BU-305-20 Level II	Legol Aspects Business I T 6:00 PM-8:40 PM	3.00 Stoff	BOR 403	
BU-310-10	Marketing T R 9:30 AM-10:45 AM	3.00 Brion Buckler	Y WHI 506	
BU-312-10	Consumer Behavior M W 9:00 AM-10:15 AM	3.00 Wendy Acker	Y WHI 508	
BU-321-20	Monogement R 6:00 PM-8:40 PM	3.00 A.J. Lutz	Y BOR 403	
BU-322C-10	Orgon. Behavior & Developmt M W 10:30 AM-11:45 AM	3.00 A.J. Lutz	Y WHI 508	
BU-323-20	Personnel Monagement T 6:00 PM-8:40 PM	3.00 Stoff	Y BOR 424	

Spring 1999 Course List

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Location	Fee
BU-330C-20	Finance W 6:00 PM-8:40 PM	3.00 Robert Gay	Y WHI 507	
BU-331-20	Investments R 6:00 PM-8:40 PM	3.00 Jack Olsen	Y ORI 211	
BU-340C-20	Business Communications M 6:00 PM-8:40 PM	3.00 Staff	Y BOR 403	
BU-345-20	Legal Aspects of Business II W 6:00 PM-8:40 PM	3.00 Staff	Y BOR 403	
BU-411-20	International Marketing W 6:00 PM-8:40 PM	3.00 Staff	Y WHI 505	
BU-419C-20	Marketing: Current Issues T 6:00 PM-8:40 PM	3.00 Staff	Y BOR 423	
BU-490-50	Directed Study: Business	1.00-6.00 Staff	Y ARR	
BU-495-50	Business Internship	1.00-6.00 Staff	ARR	
BU-499C-10	Business Policy M W 12:30 PM-1:45 PM	3.00 Robert Gay	Y WHI 507	

Graduate Courses for Master of Business Administration (MBA)

AC-501-25	Financial Accounting M 6:00 PM-8:40 PM	3.00 Staff	Y WHI 505	
AC-652-10	Advanced Tax Accounting T R 11:00 AM-12:15 PM	3.00 Daris Frede	Y WHI 508	
AC-675-20	Advanced Accounting Theory M 6:00 PM-8:40 PM	3.00 Bannie Givens	Y WHI 507	
AC-690-50	Directed Study: Accounting	3.00 Staff	ARR	
AC-69B-50	Accounting Research	3.00 Staff	ARR	
BU-601-25	Business, Government & Society W 6:00 PM-8:40 PM	3.00 Staff	Y BOR 402	
BU-610-25	Marketing Management R 6:00 PM-8:40 PM	3.00 Staff	Y ORI 207	
BU-611-20	International Marketing W 6:00 PM-8:40 PM	3.00 Staff	Y WHI 505	
BU-615-25	Marketing Strategy M 6:00 PM-8:40 PM	3.00 Brian Buckler	Y BOR 420	
BU-617-25	Marketing Analysis W 6:00 PM-8:40 PM	3.00 Brian Buckler	Y BOR 420	
BU-629-25	Management: Current Issues T 6:00 PM-8:40 PM	3.00 Staff	Y ORI 211	
BU-635-25	Financial Management II T 6:00 PM-8:40 PM	3.00 Robert Gay	Y BOR 402	
BU-661-25	Mgmt. Information Systems R 6:00 PM-8:40 PM	3.00 Staff	Y BOR 402	
BU-671-25	Health Care Systems W 6:00 PM-8:40 PM	3.00 Staff	Y BOR 423	

BU-673-25	Sp Problems in Health Care M 6:00 PM-8:40 PM	3.00 Staff	Y ORI 203	
BU-690-50	Directed Study: Business	1.00-3.00 Staff	ARR	
BU-698-50	Business Research	3.00 Staff	ARR	
BU-699-25	Organization Policy & Strategy R 6:00 PM-8:40 PM	3.00 Staff	Y WHI 505	
EC-541-25	Quantitative Analysis T 6:00 PM-8:40 PM	3.00 Staff	Y ORI 212	
EC-611-25	Aggregate Income Analysis R 6:00 PM-8:40 PM	3.00 Richard Waadall	Y WHI 507	
EC-690-50	Directed Study: Economics	3.00 Staff	ARR	
EC-69B-50	Economic Research	3.00 Staff	ARR	

Chemistry

CH-115-20 Level II	Molecules That Matter w/Lab M W 6:00 PM-7:15 PM W 7:30 PM-9:20 PM	4.00 Linda Cleveland	Y ORI 202 ORI 213	\$50
CH-131-10 Level II	General Chemistry I w/Lab M W F 8:00 AM-9:50 AM M 12:30 PM-3:20 PM	4.00 Linda Cleveland	Y ORI 211 ORI 216	\$50
CH-137-10	General Chemistry II w/Lab M W F 9:00 AM-9:50 AM T 12:30 PM-3:20 PM	4.00 Larry Sullivan	Y ORI 212 ORI 213	\$50
CH-217-10	Organic Chemistry II M W F 10:00 AM-10:50 AM R 12:30 PM-5:00 PM	5.00 Linda Cleveland	Y ORI 211 ORI 213	\$50
CH-321C-10	Instrumental Meth. Anal. w/Lab T R 9:30 AM-10:45 AM T 12:30 PM-5:20 PM * Discussion Group to be arranged	5.00 Mark Seelbinder	Y ORI 212 ORI 108	\$50
CH-342-10	Cellular Biochemistry Lab T 12:30 PM-3:20 PM	1.00 Greg Fitch	Y ORI 214	\$50
CH-345-10	Cells: Structure, Function, Chem. M W F 9:00 AM-9:50 AM	3.00 Greg Fitch	Y ORI 206	
CH-497-50	Chemistry Seminar	1.00 Larry Sullivan	Y ARR	
CH-499C-10	Research & Seminar II F 12:30 PM-1:20 PM	1.00-2.00 Staff	Y ORI 211	\$50

Communication

CO-110-10 Level I	Fundamentals of Communication M W 10:30 AM-11:45 AM	3.00 Staff	DAL 820	
CO-110-11 Level I	Fundamentals of Communication T R 11:00 AM-12:15 PM	3.00 Staff	DAL 820	
CO-110-12 Level I	Fundamentals of Communication M W 12:30 PM-1:45 PM	3.00 Staff	DAL 820	
CO-110-20 Level I	Fundamentals of Communication W 6:00 PM-8:40 PM	3.00 Staff	DAL 820	

Spring 1999 Course List

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Location	Fee
CO-125C-20	Introduction to Journalism T 6:00 PM-8:40 PM	3.00 Eloine Bieberly	Y ORI 104	
CO-213-10	Presentational Speaking T R 9:30 AM-10:45 AM	3.00 Steve Iliff	Y DAL 800	
CO-215C-10	Scriptwriting I T R 1:00 PM-2:15 PM	3.00 Stoff		\$20 DAL 820
CO-223-10	Introduction to Media Production F 10:00 AM-12:40 PM	3.00 Ben Meade		\$40 DAL 800
CO-225C-10 Level II	Mass Media & Society M W 12:30 PM-1:45 PM	3.00 Stoff	DAL 800	
CO-319-10	Feature Writing M W 10:30 AM-11:45 AM	3.00 Stoff	ORI 104	
CO-325-20	Audio Production R 6:00 PM-8:40 PM	3.00 Robert Pinkerton		\$40 DAL 800
CO-331-10	Public Relations Concepts M W 2:00 PM-3:15 PM	3.00 Arthur Porks	DAL 820	
CO-380-40	Anatomy of a TV Commercial F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 1/29-30	1.00 Karl Yehle	ORI 212	
CO-380-41	Hollywood Musicals F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 3/19-20	1.00 Ben Meade		\$10 DAL 800
CO-380-50	Diffo Design	1.00 Susan Lowlor	ARR	
CO-381-40	Sportswriting F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 4/16-17	1.00 Stoff	ORI 211	
CO*WS-382-40	Gender Communication F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 1/22-23, 2/12-13, 3/5-6	3.00 Stoff	ORI 211	
CO-385-50	Journalism Practicum	1.00 Elaine Bieberly	Y ARR	
CO-415-40	Team Leadership F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 2/19-20, 3/26-27, 4/23-24	3.00 Steve Iliff	Y DAL 800	
CO-427-20	Advanced Video Production W 6:00 PM-8:40 PM	3.00 Ben Meade	Y DAL 800	\$40
CO-435-10	Communication Campaigns M W 12:30 PM-1:45 PM	3.00 Karl Yehle	Y Community Relations	
CO-485-50	Journalism Practicum	3.00 Eloine Bieberly	Y ARR	
CO-485-51	Video Practicum	3.00 Ben Meade	Y ARR	\$40
CO-495-50	Internship	3.00 Ben Meade	Y ARR	

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Location	Fee
CO-499C-10	Senior Seminar T R 2:30 PM-3:45 PM	3.00 Steve Iliff	Y DAL 800	

Computer Science

CS-110C-10	Understanding Comp.: Windows M W F 9:00 AM-9:50 AM	3.00 Patrick Kopp		ORI 102/106
CS-110C-11	Understanding Comp.: Windows T R 2:00 PM-3:15 PM	3.00 Patrick Kopp		ORI 211/106
CS-110C-12	Understanding Comp.: Windows M W 10:30 AM-11:45 AM	3.00 Patrick Kopp		ORI 102/106
CS-235-20	Cabal Programming II M 6:00 PM-8:40 PM	3.00 Patrick Kopp	Y ORI 102/106	
CS-271-20	Macintosh Desktop Publishing M 6:00 PM-8:40 PM	3.00 Jeremy Wilkinson		ORI 103/104
CS-320-20	C/C++ Programming R 6:00 PM-8:40 PM	3.00 Stoff	Y ORI 203/106	
CS-355-10	Data Structures T R 9:30 AM-10:45 AM	3.00 Patrick Kopp	Y ORI 204/106	
CS-380-40	Web Page Design F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 2/5-6, 3/5-6, 4/16-17	3.00 Nevin Deaton		ORI 106

Economics

EC-195-10 Level II	Survey of Economics T R 11:00 AM-12:15 PM	3.00 John Shoenhoir		ORI 212
EC-201C-20 Level II	Principles of Economics I R 6:00 PM-8:40 PM	3.00 John Shoenhair	Y ORI 212	
EC-202C-10	Principles of Economics II M W 9:00 AM-10:15 AM	3.00 John Shoenhoir	Y ORI 204	
EC-240-20	Statistical Analysis W 6:00 PM-8:40 PM	3.00 Stoff	Y ORI 212	
EC-241-10	Quantitative Analysis M W 12:30 PM-1:45 PM	3.00 John Shoenhoir	Y WHI 508	
EC-490-50	Directed Study: Economics	1.00-6.00 Stoff		ARR

Education

ED-101-10	Strategies for Academic Success T R 9:30 AM-10:45 AM	3.00 Sue Franklin		ORI 205
ED-185-10	Practicum W 4:30 PM-5:45 PM Requires 1 day each week for classroom observation	3.00 Ann West		BOR 424
ED-205-10	Creative Activities T R 1:00 PM-2:15 PM	3.00 George Chrismon		BOR 403
ED-212-20	PE/Health Education W 6:00 PM-8:40 PM	3.00 Stoff		ORI 204
ED-225-10	Educational Psychology T R 4:00 PM-5:15 PM	3.00 Fred Geer		ORI 202
ED-235-10	Psych of the Exceptional Child T R 8:00 AM-9:15 AM	3.00 Stoff		HOD 704
ED-245-10	Tests & Measurements M W 12:30 PM-1:45 PM	3.00 Stoff		ORI 211

Spring 1999 Course List

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Location	Fee
ED-287C-10	Educational Foundations M W 9:00 AM-10:15 AM	3.00 Reulon Levin	Y DAL 820	
ED-310-10	General Methods: Elementary M W 10:30 AM-11:45 AM	4.00 Sue Ellen McColley	Y HOD 704	
ED-315-10	General Methods: Secondary M W 10:30 AM-11:45 AM	4.00 Koren Garber	Y WHI 507	
ED-320-30	Microcomputers in Education S 8:30 AM-3:00 PM 1/23 & 30, 2/13, 3/6, 4/10 & 24	3.00 Staff	ORI 202/104	
ED-327C-10	Reading/Language Arts M W 2:00 PM-3:15 PM R 2:30 PM-4:30 PM	5.00 Sue Ellen McColley	Y HOD 704	
ED-337C-10	General Methods II T R 11:00 AM-12:15 PM F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM Must attend 1 weekend: 2/12-13 or 3/19-20	4.00 Stoff	Y WHI 506 ORI 207	\$50
ED-340-20	Elementary Science Methods M 6:00 PM-7:40 PM	2.00 Susan Zommar	Y BOR 41	
ED-358-10	Methods/Curriculum Cross Cot T R 9:30 AM-10:45 AM F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM Must attend weekend of 2/5-6	4.00 Sue Ellen McColley	Y BOR 401 ORI 212	
ED-363-10	Educational Assessment M W 3:30 PM-4:45 PM	3.00 Fred Geer	BOR 403	
ED-365-40	Parent Conferencing: Elem. F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 3/26-27, 4/16-17	2.00 Staff	ORI 205	
ED-370-10	Assess/Remed. Reading Problems M W 2:00 PM-3:15 PM Must be taken concurrently with ED 385	3.00 Koren Garber	Y BOR 420	
ED-385-10	Reading Procticum T 3:00 PM-5:00 PM Must be taken concurrently with ED 370	2.00 Koren Garber	Y WHI 508	
ED-417-10	Behavior Management: Elem. F 10:00 AM-12:40 PM	3.00 Fred Geer	BOR 402	
ED-419-10	Behavior Management: Second. F 10:00 AM-12:40 PM	3.00 Fred Geer	BOR 402	
ED-455-50	Special Methods: Art Elementary	2.00 Staff	ARR	
ED-455-51	Special Methods: Art Secondary	2.00 George Chrismon	ARR	
ED-455-52	Special Methods: Biology	2.00 Stoff	ARR	
ED-455-53	Special Methods: Business	2.00 Loyne Funk	ARR	
ED-455-54	Special Methods: English	2.00 Judith Roberts	ARR	
ED-455-55	Special Methods: Social Studies	2.00 Reulon Levin	ARR	

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Location	Fee
ED-455-56	Special Methods: Math	2.00 Stoff	ARR	
ALL SECTIONS OF STUDENT TEACHING MUST ATTEND THE FOLLOWING: R 4:30 PM-6:00 PM 1/28, 2/25, 3/18 only				
ED-495C-10	Student Teaching: Elementary (One Placement: 10 Weeks)	8.00 Louro Sloan	Y	\$100
ED-495C-11	Student Teaching: Secondary (One Placement: 10 Weeks)	8.00 Loura Sloan	Y	\$100
ED-495C-12	Student Teaching: Elementary (Two Placements: 8 Weeks)	8.00 Loura Sloan	Y	\$82
ED-495C-13	Student Teaching: Secondary (Two Placements: 8 Weeks)	8.00 Loura Sloan	Y	\$82
ED-495C-14	Student Teaching: 8D (Two Placements: 8 Weeks)	8.00 Loura Sloan	Y	\$82
ED-495C-15	Student Teaching: LD (Two Placements: 8 Weeks)	8.00 Laura Sloan	Y	\$82
ED-495C-16	Student Teaching: MH (Two Placements: 8 Weeks)	8.00 Louro Sloan	Y	\$82
ED-495C-17	Student Teaching: Elementary (One Placement: 12 Weeks)	10.00 Louro Sloan	Y	\$120
ED-495C-18	Student Teaching: Secondary (One Placement: 12 Weeks)	10.00 Louro Sloan	Y	\$120
ED-517-10	Behavior Management: Elem. F 10:00 AM-12:40 PM	3.00 Fred Geer	BOR 402	
ED-519-10	Behavior Management: Second. F 10:00 AM-12:40 PM	3.00 Fred Geer	BOR 402	
ED-520-30	Microcomputers in Education S 8:30 AM-3:00 PM 1/23 & 30, 2/13, 3/6, 4/10 & 24	3.00 Staff	ORI 202/104	

Graduate Courses in Education

ED-610-10	Social/Multicult. Foundation Ed T 4:00 PM-6:30 PM	3.00 Reulon Levin	BOR 420
ED-617-20	Advanced Behavior Mgmt. T 7:00 PM-9:30 PM	3.00 Staff	HOD 704
ED-680-40	Group Process F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 2/5-6	1.00 Cathy Bogart	ORI 204
ED-699-10	Final Seminar T 4:00 PM-6:30 PM	3.00 Loura Sloan	HOD 704

English as a Second Language

EL-041-50	Grammar & Writing	3.00 Stoff	Y ARR
EL-051-50	Speaking & Reading	3.00 Stoff	Y ARR
EL-061-10	Speaking & Listening MTWRF 11:00 AM-11:50 AM	3.00 Staff	Y WHI 505

Spring 1999 Course List

Dept. No. Sec. Care Levels	Title Dates Time	Credit Instructor	Pre Req Location	Fee
EL-062-10	Speaking & Listening MTWRF 11:00 AM-11:50 AM	3.00 Staff	Y ORI 201	
EL-063-10	Speaking & Listening MTWRF 11:00 AM-11:50 AM	3.00 Staff	Y ORI 103	
EL-071-10	Reading & Vocabulary MTWRF 1:00 PM-1:50 PM	3.00 Staff	Y ORI 103	
EL-072-10	Reading & Vocabulary MTWRF 1:00 PM-1:50 PM	3.00 Staff	Y WHI 505	
EL-073-10	Reading & Vocabulary MTWRF 1:00 PM-1:50 PM	3.00 Staff	Y ORI 102	
EL-081-10	Grammar MTWRF 2:00 PM-3:15 PM	3.00 Staff	Y ORI 103	
EL-082-10	Grammar MTWRF 2:00 PM-3:15 PM	3.00 Staff	Y ORI 201	
EL-091-10	Writing MTWRF 10:00 AM-10:50 AM	3.00 Staff	Y WHI 505	
EL-092-10	Writing MTWRF 10:00 AM-10:50 AM	3.00 Staff	Y ORI 207	
EL-093-10	Writing MTWRF 10:00 AM-10:50 AM	3.00 Staff	Y ORI 201	

English

EN-095-10	Fundamentals of Writing M W F 8:00 AM-8:50 AM	3.00 Staff		BOR 401
EN-111-10 Level I	Composition I: Windows M W 9:00 AM-10:15 AM	3.00 Staff	Y ORI 102/106	
EN-111-11 Level I	Composition I: Windows T R 11:00 AM-12:15 PM	3.00 Nancy Cervetti	Y ORI 102/106	
EN-112-10 Level I	Composition II M W 9:00 AM-10:15 AM	3.00 Staff	Y BOR 402	
EN-112-20 Level I	Composition II R 6:00 PM-8:40 PM	3.00 Stanley Banks	Y ORI 102	
EN-261C-10 Level II	Short Story M W 10:30 AM-11:45 AM	3.00 Staff		BOR 402
EN-263C-10 Level II	The Novel M W 2:00 PM-3:15 PM	3.00 Mary Benson		BOR 403
EN-271C-10 Level II	African-American Literature T R 4:00 PM-5:15 PM	3.00 Stanley Banks		BOR 402
EN-313-10	American Drama M W 9:00 AM-10:15 AM	3.00 Stanley Banks	Y BOR 403	
EN-321-10	Playwriting T R 11:00 AM-12:15 PM	3.00 Stanley Banks	Y BOR 401	
EN-341C-10	Introduction to Literary Criticism T R 9:30 AM-10:45 AM	3.00 Nancy Cervetti	Y BOR 402	
EN-351-10	Modern Grammar & Linguistics T R 4:00 PM-5:15 PM	3.00 Mary Benson	Y BOR 403	

Dept. No. Sec. Care Levels	Title Dates Time	Credit Instructor	Pre Req Location	Fee
EN-371C-10	Shakespeare M W 3:30 PM-4:45 PM	3.00 Mary Benson	Y BOR 402	
EN-490-50	Directed Study	3.00 Staff	Y ARR	

Geography

GG-101-20	World Geography M 6:00 PM-8:40 PM	3.00 Robert Pinkerton		ORI 207
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Gerontological Study

GS-302-40	Psychology of Aging F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 1/29-30, 2/12-13, 3/5-6	3.00 Tim Barry		ORI 204
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Health

HE-111-20	Nutrition R 6:00 PM-8:40 PM	3.00 Staff		BOR 423
HE-124-10	Medical Terminology R 4:00 PM-5:40 PM	2.00 Ed Passman	Y BOR 424	

History

HI-112C-10 Level II	World Civilization II T R 1:00 PM-2:15 PM	3.00 Jeffrey Myers		ORI 207
HI-122C-10 Level II	American Experience II M W 9:00 AM-10:15 AM	3.00 Sherry Schirmer		BOR 401
HI-122C-20 Level II	American Experience II T 6:00 PM-8:40 PM	3.00 Sherry Schirmer		ORI 207
HI-280-40	History of Sports: The Amateurs F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 1/29-30	1.00 Sherry Schirmer		ORI 207
HI-280-41	History of Sports: The Pros F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 2/19-20	1.00 Sherry Schirmer		ORI 207
HI-280-42	History of Sports: The Fans F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 4/16-17	1.00 Sherry Schirmer		ORI 207
HI-321-10	Revolutionary America T R 11:00 AM-12:15 PM	3.00 Sherry Schirmer		ORI 202
HI-363-10	Inventing Tradition: Nationalism T R 9:30 AM-10:45 AM	3.00 Jeffrey Myers		ORI 102
HI-499C-20	Senior Thesis M 6:00 PM-8:40 PM	3.00 Jeffrey Myers	Y BOR 423	

Interdisciplinary Studies

IS*WS-310-10 Level III	Images & Realities of Women T R 1:00 PM-2:15 PM	3.00 Nancy Cervetti Cathy Bagart		BOR 401
IS-314-10 Level III	Environmental Issues for 1990s M W F 9:00 AM-9:50 AM	3.00 Robert Pawell David Wissmann	Y ORI 207	
IS*TH-317-10 Level III	Latin American Christianity M W 3:30 PM-4:45 PM	3.00 Mary Hynes	Y BOR 401	

Spring 1999 Course List

Dept. No. Sec. Care Levels	Title Dates Time	Credit Instructor	Pre Req Location	Fee
IS-320-10 Level III	The Holocaust in Hist & On Stage M W 12:30 PM-1:45 PM	3.00 Charlene Gauld Jeffrey Myers	Y BOR 420	
IS*TH-326-20 Level III	Shaping the American Dream R 6:00 PM-8:40 PM	3.00 Mary Benson Barbara Jennings	Y ORI 204	
IS*PS-327-10 Level III	Power & Powerlessness T 1:00 PM-2:15 PM R 1:00 PM-3:40 PM	3.00 John Theis Dana Neuman	Y ORI 212	
IS-329-50 Level III	Mexico: People/Politics On Location 1/1-9	3.00 Ben Meade Robert Pinkerton	Y ARR	\$400
IS-49B-30 Level IV	Sr. Experience: Liberation Violence S 8:30 AM-5:00 PM 2/27 only	1.00 Staff	Y WHI Center	

Legal Studies (Paralegal Program)

LG-232C-20	Intra to Legal Research & Writing M 6:00 PM-8:40 PM	3.00 Staff	ORI 205	
LG-380-50	Paralegal: Special Topics	1.00-3.00 Staff	ARR	
LG-430-20	Family Law T 6:00 PM-8:40 PM	3.00 Staff	ORI 202	
LG-440-20	Real Estate Law R 6:00 PM-8:40 PM	3.00 Staff	BOR 424	
LG-495-50	Paralegal Internship	1.00-6.00 Staff	ARR	
LG-496C-50	Paralegal Internship Seminar	2.00 Staff	ARR	

Mathematics

MA-095-10	Basic Algebra M W F 8:00 AM-8:50 AM	3.00 Angela Metzger	ORI 205	
MA-095-11	Basic Algebra M W F 9:00 AM-9:50 AM	3.00 Angela Metzger	ORI 205	
MA-115-10 Level I	Finite Mathematics M F 9:00 AM-9:50 AM T R 9:30 AM-10:20 AM	4.00 Dan Faurat	Y ORI 202	
MA-120-10 Level I	College Algebra M W F 11:00 AM-11:50 AM	3.00 Judy Munshower	Y ORI 205	
MA-120-20 Level I	College Algebra T R 6:00 PM-7:15 PM	3.00 Judy Munshower	Y ORI 205	
MA-121-10	Trigonometry T R 11:00 AM-12:15 PM	3.00 Judy Munshower	Y ORI 205	
MA-155-20	Elem. Probability & Statistics M W 6:00 PM-7:15 PM	3.00 Beth Henkle	Y ORI 206	
MA-225-10	Calculus II MTWRF 11:00 AM-11:50 AM	5.00 Dan Faurat	Y ORI 211	
MA-305-10	Geom.:Elem. & Middle School T R 9:30 AM-10:45 AM	3.00 Ann Tassone	Y HOD 704	
MA-306-10	Methods:Elem. & Middle School M W F 9:00 AM-9:50 AM	3.00 Ann Tassone	Y HOD 704	

Dept. No. Sec. Care Levels	Title Dates Time	Credit Instructor	Pre Req Location	Fee
MA-370-10	Abstract Algebra T R 1:00 PM-2:15 PM	3.00 Dan Faurat	Y ORI 202	
MA-499C-10	Math Seminar M W 12:30 PM-1:45 PM	3.00 Judy Munshower	Y ORI 205	

Medical Technology

MT-380-50	Topics Clinical Lab Science	1.00-3.00 Staff	Y ARR	
MT-451-50	Phlebotomy/Pathologic Anatomy	1.00 Wendy Garcia	Y ARR	
MT-452-10	Methad Development & Eval. MTWRF 8:00 AM-1:00 PM	1.00 Sandy Schupbach	Y O/C	
MT-453-10	Clinical Chemistry MTWRF 7:00 AM-3:30 PM	6.00 Julianne Drees	Y O/C	
MT-454-10	Clinical Microbiology MTWRF 7:00 AM-3:30 PM	8.00 Jan Gaadwin	Y O/C	
MT-455-10	Clinical Hematology MTWRF 7:00 AM-3:30 PM	4.00 Evelyn Cruz-Puna	Y O/C	
MT-456-10	Diagnostic Immunology MTWRF 7:00 AM-3:30 PM	3.00 Cheryl Gerhardt	Y O/C	
MT-457-10	Immunohematology I MTWRF 7:00 AM-3:30 PM	1.00 Lisa Muha	Y O/C	
MT-45B-10	Hemastasis MTWRF 7:00 AM-3:30 PM	1.00 Emma Johnson	Y O/C	
MT-459-10	Urinalysis MTWRF 7:00 AM-3:30 PM	1.00 Marsha Russ	Y O/C	
MT-460-10	Immunohematology II MTWRF 7:00 AM-3:30 PM	1.00 Mary Kawalski	Y O/C	
MT-461-50	Medical Technology Seminar I	1.00 Elaine Hastetler	Y ARR	
MT-462C-50	Medical Technology Seminar II	2.00 Elaine Hastetler	Y ARR	
MT-463C-50	Medical Technology Seminar III	2.00 Elaine Hastetler	Y ARR	
MT-485-50	Specialty Practicum Clinical Lab	1.00-3.00 Staff	Y ARR	
MT-487-50	Adv. Pract. Clinical Lab Science	1.00-3.00 Staff	Y ARR	

Music

MU-108-50	Introduction to Voice II	1.00 Staff	ARR	
MU-110C-10 Level II	Music Appreciation M W 12:30 PM-1:45 PM	3.00 Cynthia Hukill	BOR 403	
MU-151-10	College Choir T R 11:00 AM-12:15 PM	1.00 John Rudzinski	BOR 318	
MU-272-10	Music Theory II w/Lab M W F 11:00 AM-11:50 AM T R 1:00 PM-1:50 PM	4.00 Cynthia Hukill	Y BOR 307	
MU-3B4C-50	Music History II	3.00 Kelly Mahan	ARR	

Spring 1999 Course List

Dept. No. Sec.	Title	Credit	Pre Req	Fee
Core Levels	Dotes Time	Instructor	Location	

Natural Science

NS-211-10 Level II	Environmental Science w/Lob T R 8:00 AM-9:15 AM R 1:00 PM-2:50 PM	4.00 Eric Anderson	ORI 212 ORI 10B	\$50
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NS-231-00 Level II	Descriptive Meteorology w/Lob More info. to be announced	4.00 Mork Seelbinder	Internet	
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NS-499C-10	Research & Seminar II F 12:30 PM-1:20 PM	1.00-2.00 Stoff	Y ORI 211	\$50
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Nursing

NU-461-10	Health Prom. & Risk Reduction M 9:00 AM-11:50 AM Clinical Dotes and Times to be announced	5.00 Mortho Blackmon	Y BOR 424	\$65
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NU-463-10	Episodically Ill Adult F 8:00 AM-11:50 AM Clinical Dotes and Times to be announced	6.00 Lonno Boen	Y BOR 424	\$65
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NU-483-10	Community Health Nursing M 1:00 PM-3:20 PM F 9:00 AM-10:30 AM Clinical Dotes and Times to be announced	5.00 Brendo Potzel	Y BOR 423	\$65
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NU-4B4C-10	Monagement Process in Nursing M 9:00 AM-11:50 AM Clinical Dotes and Times to be announced	6.00 Michele Hinds	Y WHI 506	\$65
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Physics

PH-117-10 Level II	Physics Concepts w/Lob T R 1:00 PM-3:20 PM	4.00 Eric Anderson	ORI 215	\$50
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PH-232-10 Level II	General Physics II w/Lob M W F 7:00 AM-8:50 AM	5.00 Eric Anderson	Y ORI 105	\$50
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Philosophy

PL-111C-10 Level II	Introduction to Philosophy T R 8:00 AM-9:15 AM	3.00 Ruth Stuckel	BOR 402	
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PL-111C-11 Level II	Introduction to Philosophy M W 9:00 AM-10:15 AM	3.00 Stoff	BOR 423	
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PL-111C-12 Level II	Introduction to Philosophy T R 4:00 PM-5:15 PM	3.00 Stoff	BOR 401	
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PL-255C-10 Level II	Ethics M W F 8:00 AM-8:50 AM	3.00 Ruth Stuckel	BOR 402	
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PL-255C-11 Level II	Ethics T R 9:30 AM-10:45 AM	3.00 Ruth Stuckel	BOR 420	
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PL-255C-40 Level II	Ethics F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 2/12-13, 3/5-6, 4/9-10	3.00 Tom Turner	ORI 212	
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Political Science

PS-120-10 Level II	American National Government T R 9:30 AM-10:45 AM	3.00 John Theis	ORI 211	
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PS-120-20 Level II	American National Government R 6:00 PM-8:40 PM	3.00 John Theis	ORI 206	
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PS-230-10	Quantitative Methods F 10:00 AM-12:40 PM	3.00 David Wissmann	Y ORI 212	
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PS-232C-20	Intro to Legal Research & Writing M 6:00 PM-8:40 PM	3.00 Stoff	ORI 205	
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Dept. No. Sec.	Title	Credit	Pre Req	Fee
Core Levels	Dotes Time	Instructor	Location	

PS-320-20	Public Policy W 6:00 PM-8:40 PM	3.00 Stoff	ORI 205	
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PS-326-10	American Congress M W 9:00 AM-10:15 AM	3.00 John Theis	ORI 203	
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PS*IS-327-10 Level III	Power & Powerlessness T 1:00 PM-2:15 PM R 1:00 PM-3:40 PM	3.00 John Theis Dono Neumon	Y ORI 212	
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PS-344-20	Criminal Law R 6:00 PM-8:40 PM	3.00 Derek Moorhead	ORI 202	
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PS-3B0-10	Procticum: Civic Responsibility R 1:00 PM-3:40 PM	1.00 John Theis	ORI 204	
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PS-3B0-11	Mock Trials T R 4:30 PM-5:45 PM	2.00 Derek Moorhead	ORI 206	
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PS-490-50	Directed Readings	3.00 John Theis	Y ARR	
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Psychology

PY-101C-10 Level II	General Psychology T R 9:30 AM-10:45 AM	3.00 Frank Yeotmon	BOR 423	
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PY-201-10	Theories of Personality M W 9:00 AM-10:15 AM	3.00 Frank Yeotmon	Y ORI 103	
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PY-205-10	Human Growth and Develop. T R 9:30 AM-10:45 AM	3.00 Stoff	WHI 508	
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PY-220-10	Child & Adolescent Psychology T R 1:00 PM-2:15 PM	3.00 Stoff	Y BOR 402	
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PY-225-10	Educational Psychology T R 4:00 PM-5:15 PM	3.00 Fred Geer	ORI 202	
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PY-230-10	Quantitative Methods F 10:00 AM-12:40 PM	3.00 David Wissmann	Y ORI 212	
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PY-231-20	Computer Applications T 6:00 PM-8:40 PM	3.00 David Wissmann	Y ORI 102/106	
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PY-235-10	Psych of the Exceptional Child T R 8:00 AM-9:15 AM	3.00 Stoff	Y HOD 704	
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PY-302-40	Psychology of Aging F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 1/29-30, 2/12-13, 3/5-6	3.00 Tim Barry	ORI 206	
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PY-316-20	Social Psychology M 6:00 PM-8:40 PM	3.00 Dono Neumon	Y ORI 212	
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PY-320-10	Current Trends in Psychotherapy T R 9:30 AM-10:45 AM	3.00 Stephen Sirridge	Y WHI 507	
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PY-335C-10	Experimental Psychology T R 2:30 PM-3:45 PM	3.00 Cothy Bogort	Y ORI 202	
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PY-350-20	Biological Bases of Behavior T 6:00 PM-8:40 PM	3.00 Cothy Bogort	ORI 206	
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PY-380-40	Introduction to EMDR F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 3/26-27	1.00 Lorry Nieters	Y ORI 206	
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PY-384-10	Characteristics of Troubled Youth M W 2:00 PM-3:15 PM	3.00 Stephen Sirridge	WHI 505	
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Spring 1999 Course List

Dept. No. Sec. Care Levels	Title Dates Time	Credit Instructor	Pre Req Fee Location
PY-390-50	Directed Study	1.00-3.00 Frank Yeatman	Y ARR
PY-390-51	Directed Study	1.00-3.00 Cathy Bagart	Y ARR
PY-390-52	Directed Study	1.00-3.00 Stephen Sirridge	Y ARR
PY-485-50	Practicum	1.00-3.00 Frank Yeatman	Y ARR
PY-485-51	Practicum	1.00-3.00 Cathy Bagart	Y ARR
PY-485-52	Practicum	1.00-3.00 Stephen Sirridge	Y ARR
PY-497C-10	Independent Research I W 1:00 PM-1:50 PM	2.00 Frank Yeatman	Y HOD 704
PY-498C-50	Independent Research II	1.00-3.00 Frank Yeatman	Y ARR

Graduate Courses in Psychology

PY-620-20	Family Systems W 6:00 PM-8:40 PM	3.00 Stephen Sirridge	HOD 704
PY-625-20	Research Design M 6:00 PM-8:40 PM	3.00 Frank Yeatman	BOR 424
PY-630-20	Intra ta Professional Counseling T 6:00 PM-8:40 PM	3.00 Staff	Y ORI 204
PY-645-20	Personality Assessment R 6:00 PM-8:40 PM	3.00 Lari Schwartz	Y HOD 704
PY-650-20	Biological Bases of Behavior T 6:00 PM-8:40 PM	3.00 Cathy Bagart	ORI 206
PY-680-40	Introduction to EMDR F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 3/26-27	1.00 Lorry Nieters	ORI 206
PY-685-10	Practicum R 4:00 PM-5:50 PM	3.00 Cathy Bagart	Y WHI 505
PY-690-50	Directed Study	1.00-3.00 Frank Yeatman	ARR
PY-690-51	Directed Study	1.00-3.00 Cathy Bagart	ARR
PY-690-52	Directed Study	1.00-3.00 Stephen Sirridge	ARR
PY-695-10	Internship W 4:00 PM-5:30 PM	1.00-5.00 Stephen Sirridge	Y HOD 704
PY-699-20	Seminar in Abnormal Behavior M 6:00 PM-8:40 PM	3.00 Cathy Bagart	Y HOD 704

Radiologic Technology

RT-451-10	Intra Radiologic Science T R 10:30 AM-11:45 AM	3.00 Stephanie Whisler	Y ORI 111
RT-452-10	Radiologic Procedure I w/Lab T R 9:00 AM-10:15 AM Lab	4.00 Carale Urbanski ARR	Y ORI 111

RT-453-10	Radiologic Procedure II w/Lab T R 1:00 PM-2:15 PM Lab	4.00 Carale Urbanski ARR	Y ORI 111
RT-454-10	Radiologic Science I T R 3:00 PM-4:15 PM	3.00 Ed Passman	Y WHI 506
RT-458-10	Radiologic Procedure IV T 4:00 PM-5:40 PM	2.00 Stephanie Whisler	Y ORI 111
RT-459-20	Rad Biology & Protection T 6:00 PM-8:40 PM	3.00 Stoff	Y ORI 111
RT-463-50	Clinical Education IV	5.00 Stephanie Whisler	Y ARR
RT-466-10	Radiologic Pathology T 2:00 PM-2:50 PM	1.00 Kristi Littleton	Y WHI 506
RT-480-50	Special Procedure Topics	2.00 Carale Urbanski	Y ARR
RT-485-50	Teaching Practicum	2.00 Carale Urbanski	Y ARR
RT-486-50	Clinical Practicum	3.00 Stephanie Whisler	Y ARR
RT-488-10	Radiologic Curriculum Review W 9:00 AM-10:50 AM	2.00 Carale Urbanski	Y WHI 506
RT-490-50	Directed Studies:Rad. Mgmt.	3.00 Carale Urbanski	Y ARR
RT-492-50	Ed Admin: Radiologic Science	2.00 Carale Urbanski	ARR
RT-499C-50	Senior Capstone	1.00 Carale Urbanski	Y ARR

Sociology

SO-101C-10 Level II	Introduction to Sociology T R 8:00 AM-9:15 AM	3.00 Dana Neuman	ORI 211
SO-122-10 Level II	Cultural Anthropology M W 10:30 AM-11:45 AM	3.00 David Wissmann	ORI 204
SO-230-10	Quantitative Methods F 10:00 AM-12:40 PM	3.00 David Wissmann	Y ORI 212
SO-231-20	Computer Applications T 6:00 PM-8:40 PM	3.00 David Wissmann	Y ORI 102/106
SO-240-10	Racial & Ethnic Relations T R 11:00 AM-12:15 PM	3.00 Dana Neuman	BOR 403
SO-263-40	Deviance Issues: Prison Life F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 1/22-23	1.00 Douglas Pimm	ORI 205
SO-263-41	Deviance Issues: Capital Punish. F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 2/19-20	1.00 Douglas Pimm	ORI 206
SO-263-42	Deviance Issues: Prob. & Parole F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 4/9-10	1.00 Douglas Pimm	ORI 205

Spring 1999 Course List

Dept. No. Sec. Care Levels	Title Dates Time	Credit Instructor	Pre Req Location	Fee
SO*WS-315-40	Women and Work: Professions F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 2/5-6	1.00 Dana Neuman	ORI 206	
SO*WS-315-41	Women and Work: Dual-Career F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 3/19-20	1.00 Dana Neuman	ORI 206	
SO*WS-315-42	Women and Work: Leadership F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 4/23-24	1.00 Dana Neuman	ORI 206	
SO-316-20	Social Psychology M 6:00 PM-8:40 PM	3.00 Dana Neuman	ORI 212	
SO-335C-20	Theories of Society W 6:00 PM-8:40 PM	3.00 Dana Neuman	ORI 203	
SO-380-50	Social Change	3.00 David Wissmann	ARR	
SO-495-50	Internship	3.00 Dana Neuman	Y ARR	
SO-499C-50	Independent Research	3.00 David Wissmann	Y ARR	

Spanish

SP-111-10	Spanish I M W F 9:00 AM-9:50 AM	3.00 Staff	WHI 505	
SP-112-20	Spanish II T R 6:00 PM-7:15 PM	3.00 Staff	Y BOR 401	

Social Work

SW-280-50	Mini Agency	1.00 Raena Haynie	Y ARR	
SW-315-10	Social Justice: Past & Present W 1:00 PM-3:40 PM	3.00 Kim Anderson	ORI 203	
SW-452C-10	Human Behavior II M W 9:00 AM-10:15 AM	3.00 Kim Anderson	Y BOR 420	
SW-461C-10	Social Work Practice I M W 1:00 PM-3:40 PM	3.00 Raena Haynie	Y ORI 202	
SW-463-10	Social Work Practice III R 1:00 PM-3:40 PM	3.00 Shirley Stewart	Y ORI 203	
SW-465-10	Social Policy T 1:00 PM-3:40 PM	3.00 Daug Sikkel	Y ORI 205	
SW-496-50	Field Instruction II	5.00 Kim Anderson	Y ARR	
SW-499C-10	Field Seminar R 9:30 AM-11:30 AM	1.00 Kim Anderson	Y ORI 203	

Theology

TH*WS-111-10 Level II	Introduction to Theology M W 10:30 AM-11:45 AM	3.00 Mary Hynes	BOR 420	
TH-113C-10 Level II	New Testament T R 11:00 AM-12:15 PM	3.00 Staff	ORI 204	
TH-117-10 Level II	World Religions M W 2:00 PM-3:15 PM	3.00 Mary Hynes	BOR 402	

TH-117-40 Level II	World Religions F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 1/29-30, 2/19-20, 3/19-20	3.00 Mary Hynes	ORI 205	
TH-227-10 Level II	Jesus the Christ T R 9:30 AM-10:45 AM	3.00 Staff	ORI 206	
TH*IS-317-10 Level III	Latin Am Christianity M W 3:30 PM-4:45 PM	3.00 Mary Hynes	Y BOR 401	
TH*IS-326-20 Level III	Shaping the American Dream R 6:00 PM-8:40 PM	3.00 Mary Benson Barbara Jennings	Y ORI 204	
TH-373-40	Prayer F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 4/23-24	1.00 Ruth Stuckel	ORI 212	

Theater

TR-115-10	Movement for the Stage T R 11:00 AM-12:15 PM	2.00 Martin English Bill Warren	HOD 714	
TR-225-10	Stage Combat T R 9:30 AM-10:45 AM	2.00 Bill Warren Martin English	HOD 714	
TR-253-10	Lighting I w/Lab M W 12:30 PM-1:45 PM	3.00 Lari Whitsitt	BOR 402	
TR-253L-50	Lighting I Lab	0.00 Lari Whitsitt	ARR	
TR-255-10	Costume Techniques/Design T R 4:00 PM-5:15 PM	3.00 Staff	GOP	
TR-272-10	Principles of Scenework M W F 10:00 AM-10:50 AM	3.00 Robert Faulk	Y HOD 714	
TR-285-50	Theater Tech Practicum	1.00 Lari Whitsitt	Y ARR	
TR-285-51	Costume Practicum	1.00 Lari Whitsitt	Y ARR	
TR-285-52	Stage Management Practicum	1.00 Robert Faulk	Y ARR	
TR-285-53	Theater Management Practicum	1.00 Robert Faulk	Y ARR	
TR-285-54	Directing Practicum	1.00 Charlene Gould	Y ARR	
TR-324C-10	History & Literature of Theater II M W F 11:00 AM-11:50 AM	3.00 Charlene Gould	BOR 401	
TR-390-50	Directed Studies	3.00 Robert Faulk	Y ARR	
TR-452-10	Scene Design Techniques T R 11:00 AM-12:15 PM	3.00 Lari Whitsitt	Y GOP	
TR-457-50	Advanced Design Project	2.00 Lari Whitsitt	Y ARR	
TR-463-10	Advanced Directing M W 2:00 PM-3:15 PM	3.00 Robert Faulk	Y BOR 318	

Spring 1999 Course List

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Location	Fee
TR-477-10	Advanced Acting M W 12:30 PM-1:45 PM	3.00 Robert Foulk	Y HOD 714	
TR-490-50	Directed Studies	3.00 Robert Foulk	Y ARR	
TR-495-50	Internship	1.00-3.00 Stoff	Y ARR	
TR-499C-50	Senior Project	3.00 Stoff	Y ARR	

Women's Studies

WS*TH-111-10 Level II	Introduction to Theology M W 10:30 AM-11:45 AM	3.00 Mary Hynes	BOR 420	
WS*IS-310-10 Level III	Images & Realities of Women T R 1:00 PM-2:15 PM	3.00 Noncy Cervetti Cothy Bogort	Y BOR 423	
WS*SO-315-40	Women and Work: Professions F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 2/5-6	1.00 Dano Neumon	ORI 206	
WS*SO-315-41	Women and Work: Dual-Coreer F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 3/19-20	1.00 Dano Neumon	ORI 206	
WS*SO-315-42	Women and Work: Leadership F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 4/23-24	1.00 Dano Neumon	ORI 206	
WS*CO-382-40	Gender Communication F 6:00 PM-10:00 PM S 8:30 AM-5:00 PM 1/22-23, 2/12-13, 3/5-6	3.00 Stoff	ORI 211	

Evening Courses

Accounting

AC-202-20	Principles Accounting II T 6:00 PM - 8:40 PM	3.00 Staff	Y WHI 507	
AC-362-20	Intermediate Accounting II T 6:00 PM-8:40 PM	3.00 Doris Frede	Y WHI 505	
AC-475C-20	Accounting Theory M 6:00 PM-8:40 PM	3.00 Bonnie Givens	Y WHI 507	

Art

AR-231-20	Beginning Ceramics T 6:00 PM-10:00 PM	3.00 Tom Creamer		\$50 DAL 813
AR-251-20	History of Art Therapy M 6:00 PM-8:40 PM	3.00 Stoff		BOR 402
AR-271-20	Mocintosh Desktop Publishing M 6:00 PM-8:40 PM	3.00 Jeremy Wilkinsan		ORI 103/104

Business

BU-305-20 Level II	Legal Aspects Business I T 6:00 PM-8:40 PM	3.00 Stoff		BOR 403
BU-321-20	Monogement R 6:00 PM-8:40 PM	3.00 A.J. Lutz	Y BOR 403	
BU-323-20	Personnel Monogement T 6:00 PM-8:40 PM	3.00 Stoff	Y BOR 424	
BU-330C-20	Finonce W 6:00 PM-8:40 PM	3.00 Robert Gay	Y WHI 507	
BU-331-20	Investments R 6:00 PM-8:40 PM	3.00 Jock Olsen	Y ORI 211	
BU-340C-20	Business Communications M 6:00 PM-8:40 PM	3.00 Stoff	Y BOR 403	
BU-345-20	Legal Aspects of Business II W 6:00 PM-8:40 PM	3.00 Stoff	Y BOR 403	
BU-411-20	International Marketing W 6:00 PM-8:40 PM	3.00 Stoff	Y WHI 505	
BU-419C-20	Marketing: Current Issues T 6:00 PM-8:40 PM	3.00 Stoff	Y BOR 423	

Graduate Courses for Master of Business Administration (MBA)

AC-501-25	Financial Accounting M 6:00 PM-8:40 PM	3.00 Stoff	Y WHI 505	
AC-675-20	Advanced Accounting Theory M 6:00 PM-8:40 PM	3.00 Bonnie Givens	Y WHI 507	
BU-601-25	Business, Government & Society W 6:00 PM-8:40 PM	3.00 Stoff	Y BOR 402	
BU-610-25	Marketing Monogement R 6:00 PM-8:40 PM	3.00 Stoff	Y ORI 207	
BU-611-20	International Marketing W 6:00 PM-8:40 PM	3.00 Stoff	Y WHI 505	
BU-615-25	Marketing Strategy M 6:00 PM-8:40 PM	3.00 Brion Buckler	Y BOR 420	

Spring 1999 Course List

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Location	Fee
BU-617-25	Marketing Analysis W 6:00 PM-8:40 PM	3.00 Brion Buckler	Y BOR 420	
BU-629-25	Monogement: Current Issues T 6:00 PM-8:40 PM	3.00 Stoff	Y ORI 211	
BU-635-25	Finoncial Monogement II T 6:00 PM-8:40 PM	3.00 Robert Goy	Y BOR 402	
BU-661-25	Mgmt. Information Systems R 6:00 PM-8:40 PM	3.00 Stoff	Y BOR 402	
BU-671-25	Health Core Systems W 6:00 PM-8:40 PM	3.00 Stoff	Y BOR 423	
BU-673-25	Special Problems in Health Core M 6:00 PM-8:40 PM	3.00 Stoff	Y ORI 203	
BU-699-25	Organization Policy & Strategy R 6:00 PM-8:40 PM	3.00 Stoff	Y WHI 505	
EC-541-25	Quantitative Analysis T 6:00 PM-8:40 PM	3.00 Stoff	Y ORI 212	
EC-611-25	Aggregate Income Analysis R 6:00 PM-8:40 PM	3.00 Richard Woodoll	Y WHI 507	

Chemistry

CH-115-20 Level II	Molecules That Matter w/Lob M W 6:00 PM-7:15 PM W 7:30 PM-9:20 PM	4.00 Lindo Cleveland		\$50
			ORI 202 ORI 213	

Communication

CO-110-20 Level I	Fundamentals of Communication W 6:00 PM-8:40 PM	3.00 Stoff		DAL 820
CO-125C-20	Introduction to Journalism T 6:00 PM-8:40 PM	3.00 Eloine Bieberly	Y ORI 104	
CO-325-20	Audio Production R 6:00 PM-8:40 PM	3.00 Robert Pinkerton		\$40 DAL 800
CO-427-20	Advanced Video Production W 6:00 PM-8:40 PM	3.00 Ben Meode	Y DAL 800	\$40

Computer Science

CS-235-20	Cobol Programing II M 6:00 PM-8:40 PM	3.00 Patrick Kopp	Y ORI 102/106	
CS-271-20	Mocintosh Desktop Publishing M 6:00 PM-8:40 PM	3.00 Jeremy Wilkinson		ORI 103/104
CS-320-20	C/C++ Programing R 6:00 PM-8:40 PM	3.00 Stoff	Y ORI 203/106	

Economics

EC-201C-20 Level II	Principles of Economics I R 6:00 PM-8:40 PM	3.00 John Shoenhoir	Y ORI 212	
EC-240-20	Statistical Analysis W 6:00 PM-8:40 PM	3.00 Stoff	Y ORI 212	

Education

ED-212-20	PE/Health Education W 6:00 PM-8:40 PM	3.00 Stoff		ORI 204
ED-340-20	Elementary Science Methods M 6:00 PM-7:40 PM	2.00 Suson Zommor	Y BOR 401	

Dept. No. Sec. Core Levels	Title Dates Time	Credit Instructor	Pre Req Location	Fee
ED-617-20	Advanced Behavior Mgmt. T 7:00 PM-9:30 PM	3.00 Stoff		HOD 704

Graduate Courses in Education

English

EN-112-20 Level I	Composition II R 6:00 PM-8:40 PM	3.00 Stonley Binks	Y ORI 102	
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Geography

GG-101-20	World Geogrophy M 6:00 PM-8:40 PM	3.00 Robert Pinkerton		ORI 207
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Health

HE-111-20	Nutrition R 6:00 PM-8:40 PM	3.00 Stoff		BOR 423
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History

HI-122C-20 Level II	American Experience II T 6:00 PM-8:40 PM	3.00 Sherry Schirmer		ORI 207
HI-499C-20	Senior Thesis M 6:00 PM-8:40 PM	3.00 Jeffrey Myers	Y BOR 423	

Interdisciplinary Studies

IS*TH-326-20 Level III	Shoping the American Dream R 6:00 PM-8:40 PM	3.00 Mory Benson Barboro Jennings	Y ORI 204	
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Legal Studies (Paralegal Program)

LG-232C-20	Intro to Legol Research & Writing M 6:00 PM-8:40 PM	3.00 Stoff		ORI 205
LG-430-20	Family Low T 6:00 PM-8:40 PM	3.00 Stoff		ORI 202
LG-440-20	Reol Estote Low R 6:00 PM-8:40 PM	3.00 Stoff		BOR 424

Mathematics

MA-120-20 Level I	College Algebro T R 6:00 PM-7:15 PM	3.00 Judy Munshower	Y ORI 205	
MA-155-20	Elementory Probobility & Stots. M W 6:00 PM-7:15 PM	3.00 Beth Henkle	Y ORI 206	

Political Science

PS-120-20 Level II	American National Government R 6:00 PM-8:40 PM	3.00 John Theis		ORI 206
PS-232C-20	Intro to Legol Research & Writing M 6:00 PM-8:40 PM	3.00 Stoff		ORI 205
PS-320-20	Public Policy W 6:00 PM-8:40 PM	3.00 Stoff		ORI 205
PS-344-20	Criminol Low R 6:00 PM-8:40 PM	3.00 Derek Moorhead		ORI 202

Psychology

PY-231-20	Computer Applications T 6:00 PM-8:40 PM	3.00 Dovid Wissmonn	Y ORI 102/106	
PY-316-20	Sociol Psychology M 6:00 PM-8:40 PM	3.00 Dono Neumon	Y ORI 212	
PY-350-20	Biological Boses of Behavior T 6:00 PM-8:40 PM	3.00 Colthy Bogort		ORI 206

Graduate Courses in Psychology

PY-620-20	Family Systems W 6:00 PM-8:40 PM	3.00 Stephen Sirridge		HOD 704
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Spring 1999 Course List

Dept. No. Sec. Care Levels	Title Dates Time	Credit Instructor	Pre Req Location	Fee
PY-625-20	Research Design M 6:00 PM-8:40 PM	3.00 Frank Yeatman	BOR 424	
PY-630-20	Intra ta Professional Caunseling T 6:00 PM-8:40 PM	3.00 Staff	Y ORI 204	
PY-645-20	Persanality Assessment R 6:00 PM-8:40 PM	3.00 Lari Schwartz	Y HOD 704	
PY-650-20	Biological Bases of Behavior T 6:00 PM-8:40 PM	3.00 Cathy Bagart	ORI 206	
PY-699-20	Seminar in Abnormal Behavior M 6:00 PM-8:40 PM	3.00 Cathy Bagart	Y HOD 704	

Radiologic Technology

RT-459-20	Rad Bialogy & Protection T 6:00 PM-8:40 PM	3.00 Staff	Y ORI 111	
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Sociology

SO-231-20	Camputer Applications T 6:00 PM-8:40 PM	3.00 David Wissmann	Y ORI 102/106	
SO-316-20	Sacial Psychology M 6:00 PM-8:40 PM	3.00 Dana Neuman	ORI 212	
SO-335C-20	Thearies of Society W 6:00 PM-8:40 PM	3.00 Dana Neuman	ORI 203	

Spanish

SP-112-20	Spanish II T R 6:00 PM-7:15 PM	3.00 Staff	Y BOR 401	
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Theology

TH*IS-326-20 Level III	Shaping the American Dream R 6:00 PM-8:40 PM	3.00 Mary Bensen Barbara Jennings	Y ORI 204	
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SPRING 1999 SATURDAY & WEEKEND COURSE INFORMATION

Saturday Courses

Saturday Course Policies

1. The closing dates for registration and withdrawal are found in the class listings. There is no late charge for adding a Saturday class.
2. If you take any session of the six-week courses and intend to secure student loans, you must apply by December 31, 1998.
3. If you withdraw from six-week classes, you are eligible for refunds under the following schedule:
 - a. complete refund if the withdrawal takes place before the start of course
 - b. 50% refund if the withdrawal takes place after the 1st meeting of class.
 - c. no refund if the withdrawal takes place after the 2nd meeting of class.
4. Deferred payment plans are available if you take the alternating six-week courses.
5. Students may withdraw from a six-week course with a grade of "W" up to and including the 4th meeting of the class.

Saturday/Evening Services

Students attending evening, Weekend Intensive and Saturday classes have a number of services available:

1. processing registration
2. paying bills if students know their balances already (no cash)
3. obtaining various forms needed for academic purposes

When classes are in session, the secretary is available on the 2nd floor of O'Reilly Hall.

M - R	5 - 8:45 p.m.
F	5:30 - 10 p.m.
S	8 a.m. - 5 p.m.

Weekend Intensive Courses

Weekend Intensive Course Policies

1. The closing date for registration in a Weekend Intensive course is one

week prior to the beginning of the course. Exceptions to this policy are at the discretion of the academic department. There is no late charge for adding a weekend class.

2. You may withdraw from Weekend Intensive courses that meet one weekend any time prior to the beginning of the course.
3. You may withdraw from Weekend Intensive courses that meet on two or more weekends any time prior to the second weekend of the course.
4. If you are a part-time student and you withdraw from a Weekend Intensive course before the beginning of the course, you will receive full tuition reimbursement.
5. If you withdraw after the first weekend (for weekend classes of two or three credit hours) but before the second weekend of the course, you will receive 50% reimbursement for the course tuition.
6. If you are a full-time student and you withdraw from a Weekend Intensive course before it begins, you will receive tuition reimbursement as stated in the catalog.

7. The Credit/No Credit grade option is available to students for Weekend Intensive courses. For a one-credit course, this grading option must be contracted prior to the beginning of the course. If more than one-credit course, this grading option must be contracted prior to the second meeting of the course.
8. You are required to attend all sessions of a Weekend Intensive course. If you miss any part of the class, your final course grade may be reduced, possibly even to an "F". If you cannot attend all sessions, you should not enroll in a Weekend Intensive course or should withdraw from the class.

Weekend Intensive Courses

1. Required reading assigned prior to beginning of class.
2. Ordinarily students are tested on materials during first class.
3. Reading assignments are available in the library.
4. Reading assignments are available no later than 10 days before first class day.



Spring 1999 Saturday & Weekend Course List

Dept. No. Sec.	Title	Credit	Pre Req	Fee
Care Levels	Dates Time	Instructor	Location	

Saturday Courses

January 23, 1998

ED-320-30	Micracomputers in Education	3.00		
	S 8:30 AM-03:00 PM	Staff	ORI 202/104	
Course meets: 1/23 & 30, 2/13, 3/6, 4/10 & 24				
(Last day to register: 1/22; Last day to drop: 3/5)				

Includes word processing and database activities, various forms of record keeping, an introduction to HyperCard and other uses of computers in schools.

ED-520-30	Micracomputers in Education	3.00		
	S 8:30 AM-3:00 PM	Staff	ORI 202	
Course meets: 1/23 & 30, 2/13, 3/6, 4/10 & 24				
(Last day to register: 1/22; Last day to drop: 3/5)				

Includes word processing and database activities, various forms of record keeping, an introduction to HyperCard and other uses of computers in schools.

February 27, 1998

IS-498-30	Sr Exper.: Liberation Violence	1.00	Y	
Level IV	S 8:30 AM-5:00 PM	Staff	WHI Center	
Course meets: 2/27 only				
(Last day to register 1/29; Last day to drop 2/26)				

The capstone course for the core curriculum. Students will address the theme, Liberation from Violence. Through a variety of activities, students will interact with students from various disciplines, experience multiple approaches to the issue and be challenged to integrate prior knowledge.

Weekend Courses

January 22-23, 1998

AR-110-40	Intra to Art: Gallery Tours	3.00		
Level II	F 6:00 PM-10:00 PM	Marci Aylward	DAL 820	
	S 8:30 AM-5:00 PM			
(1st of 3 sessions, next sessions: 3/5-6, 4/16-17)				

Provides a body of information and hands-on experience for making knowledgeable judgements about works of art and understanding the artistic ideas behind their creation. Course will include trips and tours to local galleries. May include studio work and meeting with artists.

CO*WS-382-40	Gender Communication	3.00		
	F 6:00 PM-10:00 PM	Staff	ORI 211	
	S 8:30 AM-5:00 PM			
(1st of 3 sessions, next sessions: 2/12-13, 3/5-6)				

A critical analysis of the interrelationship between gender, culture and communication. Gender differences and sex-role stereotypes and their influence on communication and relationships will be explored so that strategies for bridging these differences can be developed.

SO-263-40	Deviance Issues: Prison Life	1.00		
	F 6:00 PM-10:00 PM	Douglas Pimm	ORI 205	
	S 8:30 AM-5:00 PM			

An overview of prison life in a variety of correctional facilities. Specific topics include the nature of total institutions, socialization to prison life, prisoner roles, gender issues, and the formal organization of prisons.

WS*CO-382-40	Gender Communication	3.00		
	F 6:00 PM-10:00 PM	Staff	ORI 211	
	S 8:30 AM-5:00 PM			
(1st of 3 sessions, next sessions: 2/12-13, 3/5-6)				

A critical analysis of the interrelationship between gender, culture and communication. Gender differences and sex-role stereotypes and their influence on communication and relationships will be explored so that strategies for bridging these differences can be developed.

Dept. No. Sec.	Title	Credit	Pre Req	Fee
Care Levels	Dates Time	Instructor	Location	

January 29-30, 1998

CO-380-40	Anatomy of a TV Commercial	1.00		
	F 6:00 PM-10:00 PM	Karl Yehle	ORI 212	
	S 8:30 AM-5:00 PM			

From creative inspiration to finished production of television commercials. How successful TV spots are put together. Professional writers and producers share their experiences and samples of their work. Class participates in building a television commercial.

GS-302-40	Psychology of Aging	3.00		
	F 6:00 PM-10:00 PM	Tim Barry	ORI 204	
	S 8:30 AM-5:00 PM			
(1st of 3 sessions, next sessions: 2/12-13, 3/5-6)				

Study of the psychological changes and adjustments necessitated by aging. Changes in cognition, role and personality reflecting advancing age. Presentation of current theories and research on aging.

HI-280-40	History of Sports: The Amateurs	1.00		
	F 6:00 PM-10:00 PM	Sherry Schirmer	ORI 207	
	S 8:30 AM-5:00 PM			

From eye-gauging fist fights to extreme sports, Americans have always played hard. This course examines changes in Americans' participation in sports and explores the role of amateur sports in Americans' political and personal identities.

PY-302-40	Psychology of Aging	3.00		
	F 6:00 PM-10:00 PM	Tim Barry	ORI 206	
	S 8:30 AM-5:00 PM			
(1st of 3 sessions, next session: 2/12-13, 3/5-6)				

Study of the psychological changes and adjustments necessitated by aging. Changes in cognition, role and personality reflecting advancing age. Presentation of current theories and research on aging.

TH-117-40	World Religions	3.00		
Level II	F 6:00 PM-10:00 PM	Mary Hynes	ORI 205	
	S 8:30 AM-5:00 PM			
(1st of 3 sessions, next sessions: 2/19-20, 3/19-20)				

Both a historical and critical look at human religious experience through a comparative study of Buddhism, Confucianism, Hinduism, Islamism, Judaism and Taoism. Topics include the varieties of religious faith expression, ideas of the holy and sacred, conceptions of the divine, scripture and ritual, and religious morality.

February 5-6, 1998

CS-380-40	Web Page Design	3.00		
	F 6:00 PM-10:00 PM	Nevin Deaton	ORI 106	
	S 8:30 AM-5:00 PM			
(1st of 3 sessions, next sessions: 3/5-6, 4/16-17)				

This course will cover designing a web page. You will learn how to create a web page using HTML as well as making the page both eye-catching and functional. Information will also be provided on implementation of the page on the World Wide Web.

ED-680-40	Group Process	1.00		
	F 6:00 PM-10:00 PM	Cothy Bogart	ORI 204	
	S 8:30 AM-5:00 PM			

The objectives of this course are: 1) for students to gain a basic understanding of group dynamics and the roles group members assume and why; 2) for students to gain an understanding of the necessary skills for effective group leadership as well as how to develop their own skills; 3) for students to heighten their self-awareness and reflect upon the roles they play in various groups (including the class itself).

Spring 1999 Saturday & Weekend Course List

Dept. No. Sec.	Title	Credit	Pre Req	Fee
Core Levels	Dates Time	Instructor	Location	

SO*WS-315-40	Women and Work: Professions	1.00		
F	6:00 PM-10:00 PM	Dono Neumon	ORI 206	
S	8:30 AM-5:00 PM			

An examination of the status of women in professions with specific focus on structural issues and socio-cultural themes that facilitate/inhibit the participation of women in the professions as well as strategies for success.

WS*SO-315-40	Women and Work: Professions	1.00		
F	6:00 PM-10:00 PM	Dono Neuman	ORI 206	
S	8:30 AM-5:00 PM			

An examination of the status of women in professions with specific focus on structural issues and socio-cultural themes that facilitate/inhibit the participation of women in the professions as well as strategies for success.

February 12-13, 1998

CO*WS-382-40	Gender Communication			
F	6:00 PM-10:00 PM	Staff	ORI 211	
S	8:30 AM-5:00 PM			
(2nd of 3 sessions, next session: 3/5-6, see 1/22-23 for details)				

GS-302-40	Psychology of Aging			
F	6:00 PM-10:00 PM	Tim Borry	ORI 204	
S	8:30 AM-5:00 PM			
(2nd of 3 sessions, next session: 3/5-6, see 1/29-30 for details)				

PL-255C-40	Ethics	3.00		
Level II	F	6:00 PM-10:00 PM	Tom Turner	ORI 212
	S	8:30 AM-5:00 PM		
(1st of 3 sessions, next sessions: 3/5-6, 4/9-10)				

Critical examination of contemporary moral issues in light of underlying values, components of moral decision-making and standard ethical theories.

PY-302-40	Psychology of Aging			
F	6:00 PM-10:00 PM	Tim Borry	ORI 206	
S	8:30 AM-5:00 PM			
(2nd of 3 sessions, next session: 3/5-6, see 1/29-30 for details)				

WS*CO-382-40	Gender Communication			
F	6:00 PM-10:00 PM	Staff	ORI 211	
S	8:30 AM-5:00 PM			
(2nd of 3 sessions, next session: 3/5-6, see 1/22-23 for details)				

February 19-20, 1998

CO-415-40	Team Leadership	3.00	Y	
F	6:00 PM-10:00 PM	Steve Iliff	DAL 800	
S	8:30 AM-5:00 PM			
(1st of 3 sessions, next sessions: 3/26-27, 4/23-24)				

Examination of ideas about leadership and theoretical perspectives in the study of leadership. The course bridges theory with practice by identifying and applying the competencies of leadership and educating students for leadership roles in the communication field.

HI-280-41	History of Sports: The Pros	1.00		
F	6:00 PM-10:00 PM	Sherry Schirmer	ORI 207	
S	8:30 AM-5:00 PM			

The course traces the rise of professional competition and explores the role that professional athletics and professional athletes have had in shaping the American economy, society, and self-image. Course includes an off-campus excursion.

SO-263-41	Deviance Issues: Capitol Punish.	1.00		
F	6:00 PM-10:00 PM	Douglas Pimm	ORI 206	
S	8:30 AM-5:00 PM			

This course focuses on several issues surrounding capital punishment: history/low of capital punishment; demographics of death row inmates; arguments for/against and the question: "does the death penalty deter crime?"

Dept. No. Sec.	Title	Credit	Pre Req	Fee
Core Levels	Dates Time	Instructor	Location	

TH-117-40	World Religions			
Level II	F	6:00 PM-10:00 PM	Mory Hynes	ORI 205
	S	8:30 AM-5:00 PM		
(2nd of 3 sessions, next session: 3/19-20, see 1/29-30 for details)				

March 5-6, 1998

AR-110-40	Intro to Art: Gallery Tours			
Level II	F	6:00 PM-10:00 PM	Morci Aylward	DAL 820
	S	8:30 AM-5:00 PM		
(2nd of 3 sessions, next session: 4/16-17, see 1/22-23 for details)				

CO*WS-382-40	Gender Communication			
F	6:00 PM-10:00 PM	Staff	ORI 211	
S	8:30 AM-5:00 PM			
(3rd of 3 sessions, see 1/22-23 for details)				

CS-380-40	Web Page Design			
F	6:00 PM-10:00 PM	Nevin Deaton	ORI 106	
S	8:00 AM-5:00 PM			
(2nd of 3 sessions, next session: 4/16-17, see 2/5-6 for details)				

GS-302-40	Psychology of Aging			
F	6:00 PM-10:00 PM	Tim Borry	ORI 206	
S	8:30 AM-5:00 PM			
(3rd of 3 sessions, see 1/29-30 for details)				

PL-255C-40	Ethics			
Level II	F	6:00 PM-10:00 PM	Tom Turner	ORI 212
	S	8:30 AM-5:00 PM		ORI 212
(2nd of 3 sessions, next session: 4/9-10, see 2/12-13 for details)				

PY-302-40	Psychology of Aging			
F	6:00 PM-10:00 PM	Tim Borry	ORI 206	
S	8:30 AM-5:00 PM			
(3rd of 3 sessions, see 1/29-30 for details)				

March 19-20, 1998

CO-380-41	Hollywood Musicals	1.00		\$10
F	6:00 PM-10:00 PM	Ben Meade	DAL 800	
S	8:30 AM-5:00 PM			

A look at the development of American feature film musicals from the early sound movies through the 1950s.

SO*WS-315-41	Women and Work: Dual-Coreer	1.00		
F	6:00 PM-10:00 PM	Dano Neumon	ORI 206	
S	8:30 AM-5:00 PM			

This course will focus on issues for career and home which arise when both parents work outside the home. Different strategies for managing both will be explored.

TH-117-40	World Religions			
Level II	F	6:00 PM-10:00 PM	Mory Hynes	ORI 205
	S	8:30 AM-5:00 PM		
(3rd of 3 sessions, see 1/29-30 for details)				

WS*SO-315-41	Women and Work: Dual-Coreer	1.00		
F	6:00 PM-10:00 PM	Dana Neumon	ORI 206	
S	8:30 AM-5:00 PM			

This course will focus on issues for career and home which arise when both parents work outside the home. Different strategies for managing both will be explored.

Spring 1999 Saturday & Weekend Course List

Dept. No. Sec.	Title	Credit	Pre Req	Fee
Core Levels	Dotes Time	Instructor	Location	

March 26-27, 1998

CO-415-40	Team Leadership		Y	
F	6:00 PM-10:00 PM	Steve Iliff	DAL	800
S	8:30 AM-5:00 PM			
(2nd of 3 sessions, next session: 4/23-24, see 2/19-20 for details)				

ED-365-40	Parent Conferencing: Elem.	2.00		
F	6:00 PM-10:00 PM	Stoff	ORI	205
S	8:30 AM-5:00 PM			
(1st of 2 sessions, next session: 4/16-17)				

Methods in the conferencing situation; emphasis on developing a partnership with parents of children and family-focused interactions.

PY-380-40	Introduction to EMDR	1.00	Y	
F	6:00 PM-10:00 PM	Lorry Nieters	ORI	206
S	8:30 AM-5:00 PM			

An introduction to Eye Movement Desensitization & Reprocessing and the treatment of psychological disorders.

PY-680-40	Introduction to EMDR	1.00		
F	6:00 PM-10:00 PM	Lorry Nieters	ORI	206
S	8:30 AM-5:00 PM			

An introduction to Eye Movement Desensitization & Reprocessing and the treatment of psychological disorders.

April 9-10, 1998

PL-255C-40	Ethics			
Level II				
F	6:00 PM-10:00 PM	Tom Turner	ORI	212
S	8:30 AM-5:00 PM			
(3rd of 3 sessions, see 2/12-13 for details)				

SO-263-42	Deviance Issues: Prob. & Parole	1.00		
F	6:00 PM-10:00 PM	Douglas Pimm	ORI	205
S	8:30 AM-5:00 PM			

This course deals with alternatives to incarceration-restitution, intensive supervision, house arrest, electronic monitoring, residential community corrections-as related to system goals, types of offenders, etc.

April 16-17, 1998

AR-110-40	Intro to Art: Gallery Tours			
Level II				
F	6:00 PM-10:00 PM	Morci Aylward	DAL	820
S	8:30 AM-5:00 PM			
(3rd of 3 sessions, see 1/22-23 for details)				

CO-381-40	Sportswriting	1.00		
F	6:00 PM-10:00 PM	Stoff	ORI	211
S	8:30 AM-5:00 PM			

Television sportscasting as a career. Experience in writing newscast scripts, tips on interviewing coaches and athletes, and advice on professional performance techniques.

CS-380-40	Web Page Design			
F	6:00 PM-10:00 PM	Nevin Deaton	ORI	106
S	8:00 AM-5:00 PM			
(3rd of 3 sessions, see 2/5-6 for details)				

ED-365-40	Parent Conferencing: Elem.			
F	6:00 PM-10:00 PM	Stoff	ORI	205
S	8:30 AM-5:00 PM			
(2nd of 2 sessions, see 3/26-27 for details)				

HI-280-42	History of Sports: The Fans	1.00		
F	6:00 PM-10:00 PM	Sherry Schirmer	ORI	207
S	8:30 AM-5:00 PM			

The course traces the evolution of the sports fan over time and takes a critical look at the ways in which sports have shaped society and the fans have shaped athletics over the last century.

Dept. No. Sec.	Title	Credit	Pre Req	Fee
Core Levels	Dotes Time	Instructor	Location	

April 23-24, 1998

CO-415-40	Team Leadership		Y	
F	6:00 PM-10:00 PM	Steve Iliff	DAL	800
S	8:30 AM-5:00 PM			
(3rd of 3 sessions, see 2/19-20 for details)				

SO*WS-315-42	Women and Work: Leadership	1.00		
F	6:00 PM-10:00 PM	Dono Neumon	ORI	206
S	8:30 AM-5:00 PM			

The focus of this course is women in decision-making positions in both public and private sectors. Topics will include an examination of various socio-structural factors which facilitate/affect the movement of women into leadership positions.

TH-373-40	Prayer	1.00		
F	6:00 PM-10:00 PM	Ruth Stuckel	ORI	212
S	8:30 AM-5:00 PM			

Nature and forms of prayer through study and reflection of personal experience.

WS*SO-315-42	Women and Work: Leadership	1.00		
F	6:00 PM-10:00 PM	Dono Neumon	ORI	206
S	8:30 AM-5:00 PM			

The focus of this course is women in decision-making positions in both public and private sectors. Topics will include an examination of various socio-structural factors which facilitate/affect the movement of women into leadership positions.

OTHER PROGRAMS

Graduate Programs

Master of Business Admin., ext. 2321 *Concentrations*

Accounting
Finance
General Management
Health Care Administration
International Business
Management Information Systems
Marketing

The MBA program provides preparation for men and women to assume administrative positions in a broad range of business and other types of institutions within society. A student with a bachelor's degree from an accredited institution in any academic discipline may apply to Avila College's MBA program.

Master of Science in Education, ext. 3500

The goal of the graduate program in education is to provide practicing teachers with skills necessary to become truly effective "master" teachers. In addition, a focus of the course work is on becoming an instructional leader in the school. The graduate of Avila College's Master of Science Degree in Education will be well equipped to serve as a member of school-based leadership teams, curriculum committees, parent liaison teams and in other important leadership positions.

Master of Science in Counseling Psychology, ext. 3500

The Master of Science in Counseling (MSCP) program at Avila College is committed to the scientist-practitioner model to: 1) train master's-level psychologists for delivery of mental health services in a variety of settings, such as mental health clinics, counseling centers and human service agencies, and 2) prepare graduates for further study at the doctoral level. The MSCP program prepares graduates to meet Missouri state educational requirements for licensure as a

Licensed Professional Counselor (LPC) and the Kansas state educational requirements for licensure as a Licensed Master's Level Psychologist (LMLP). The MSCP program is a member of the Council of Applied Master's Programs in Psychology.

Avila Advantage Accelerated Program

Make the most of your time with the Avila Advantage adult degree completion program.

- Earn a Bachelor of Science in Business Administration Degree
- Convenient 5-week, 8-week and Weekend Intensive courses
- Flexibility of multiple start dates and course formats
- Flexibility to continue program at any time
- Personal attention from faculty who are business professionals
- Supportive adult learning environment

Avila Advantage Program Requirements

- A minimum of 30 hours of transferable credit
- Minimum of 3 years work experience or 23 years of age

For information contact:
Avila Advantage Program
11901 Wornall Road
Kansas City, MO 64145
(816) 942-8400, ext. 2280
FAX (816) 941-4650
E-mail: Advantage@mail.Avila.edu

ESL/ILCP and English Language Study

International students wishing to improve their English skills can apply directly to Avila College's Intensive Language and Culture Program (ILCP), which offers five entry points per year. NO TOEFL score is needed for admission to this English program. ILCP students can enroll in selected academic courses while they are

studying ESL. International students can apply directly to the Intensive English Language and Culture Program before applying for admission to a degree program. Please contact the Coordinator of the ILCP at ext. 2372. Fax: (816) 942-3362 or e-mail: InwardsBA@mail.Avila.edu.

AVILA HERITAGE, MISSION, PURPOSES AND VALUES

Our Heritage

To understand the history of Avila College, you must first travel down a path that originated in 17th century France. Under the patronage of Saint Joseph, six women from LePuy, France, dedicated themselves to the "practice of all the spiritual and corporal works of mercy of which woman is capable and which will most benefit the ... dear neighbor."

Their mission to help others led them on a journey across the Atlantic Ocean, through the point of entry at New Orleans, Louisiana. Ultimately, they followed the mighty Mississippi River to the "gateway to the west" - St. Louis, Missouri, in 1836. The pioneering spirit of the Sisters was far from being quenched, though.

Nearly 30 years later, the Sisters blazed a new trail west from St. Louis to Kansas City, a burgeoning sprawl on the banks of the Missouri River. It was in Kansas City that they began St. Teresa's Academy, a private school for girls, that ultimately led to the creation of Avila College. In 1916, the Sisters founded the two-year, women-only St. Teresa College on the same campus as St. Teresa's Academy at 5600 Main Street. In 1940, the college became the four-year College of Saint Teresa. It was fully accredited by the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools in 1946.

By 1963, another chapter was added to the trailblazing heritage of the

Sisters as constant growth caused the Sisters to look to the then undeveloped southern edge of Kansas City at 119th Street and Wornall Road for a new location. The campus was built with a portion of the original Santa Fe Trail providing its southern border – creating a true intersection of pioneers. With the move came a change of the college's name to Avila College, still in honor of Saint Teresa of Avila.

In its brief history, Avila College has paved the way for Kansas City's first baccalaureate degree programs in nursing and social work as well as the area's first women's studies and gerontology studies programs. It became coeducational in 1969; established graduate degrees in business, education and psychology in 1978; and began Kansas City's first Weekend College in 1984. Avila College completed a \$6 million capital campaign and celebrated 30 years at its current location in 1993; honored the 10th anniversary of current president, Dr. Larry Kramer, in 1995; and observed its 80th anniversary in 1996.

More than 1,400 students from over a dozen different countries and all parts of the United States cross paths at Avila College every year. Avila College offers more than 35 undergraduate, professional, and preprofessional degree and certification programs, as well as three graduate programs and the nationally recognized Women's Leadership Institute and Women's Entrepreneur Program.

Our Mission

Avila College is a value-based community of learning, Catholic, coeducational and sponsored by the Sisters of St. Joseph of Carondelet. In a climate respecting the worth and dignity of each individual, Avila College provides liberal arts, professional undergraduate and graduate education for students' responsible life-long contributions to the contemporary world.

Our Purposes

- Pursue academic excellence by providing an educational experience rooted in the Catholic tradition and in the spirit of the Sisters of St. Joseph, both of which emphasize collaboration, examination of social justice issues, responsiveness to the needs of others, and respect for the worth and dignity of each individual.
- Offer liberal arts and professional undergraduate and graduate programs grounded in scholarship with well-defined educational outcomes which emphasize communication and thinking skills, knowledge, and personal, social and spiritual development of each student.
- Strive for excellence through responsiveness to ongoing assessment, evaluation and self-reflection.
- Promote student learning by emphasizing teaching-learning

strategies which actively engage the student in the learning process.

- Foster development of the whole person for life-long learning and service to the contemporary world through curricular and co-curricular programs.
- Serve a community of learners – primarily from the Midwest – with diverse backgrounds and needs by providing a variety of educational formats.
- Address the broader educational needs of the greater Kansas City area by exploring, initiating and supporting partnerships within the community.

Our Values

The Avila College community values ...

- Excellence in teaching and learning
- The Catholic identity of Avila College
- The sponsorship and contributions of the Sisters of St. Joseph
- The worth, dignity and potential of each human being
- Diversity and its expression
- Commitment to the continual growth of the whole person
- Interaction with and service to others



UNDERGRADUATE ADMISSION INFORMATION AND PROCEDURES

We are pleased you are applying for admission to Avila College. Please read all instructions carefully before completing the application for admission. We encourage you to complete your applications for admission and financial aid as early as possible to maximize your opportunities for receiving financial aid awards. There is no application fee. To apply for financial aid, you must complete a FAFSA (Free Application for Federal Student Aid) financial aid form for the academic year when you plan to enroll. When you apply, be sure to indicate Avila College's **FAFSA code #002449** as the institution code for Avila College in Section H of the FAFSA.

Applying for Undergraduate Admission

To qualify for admission to a bachelor's degree program at Avila College, applicants must submit:

1. a completed admission application form, including the applicant's signature
2. official transcripts from all secondary and post-secondary schools or colleges
3. official ACT or SAT scores for first-time freshmen
4. international students must also submit a TOEFL score and financial support documentation prior to the issuance of an I-20.

Admission to Undergraduate Degree Programs

Graduation from an accredited secondary school or its equivalent is a prerequisite for admission to a bachelor's degree program at Avila College.

APPLICATION INSTRUCTIONS

All applicants must submit the following materials as indicated:

Freshman Applicants

1. Completed Application for Admission. There is no application fee.
2. Official Secondary School Transcripts sent directly to Avila College from all schools attended. You may apply as a freshman applicant after completing six semesters of transcribed high school or secondary school work. Final transcripts indicating high school graduation must be submitted to the Admissions Office before freshman classes start. Please request that your high school forward an official transcript of your final academic work to the Admissions Office as soon as you graduate.
3. ACT (American College Testing) or SAT (Scholastic Aptitude Test) scores are required of all freshman applicants who have attended secondary school in the U.S. and have not been out of school for more than one year. To send ACT scores to Avila College, use Avila College's **ACT college code 2278**. To send SAT scores to Avila, use Avila College's **SAT college code 6109**. If your ACT or SAT scores are already printed on your official transcripts, you need not order a separate score report.

Transfer Applicants

Transfer students are degree-seeking students who have previously enrolled in an accredited, post-secondary degree program after graduating from secondary school.

1. Completed Application for Admission. There is no application fee.
2. Official Secondary School Transcripts (This requirement is waived for students who have completed 24 college credit hours.)
3. Official transcript(s) of all college-level work completed sent directly to Avila from all institutions attended.

Teacher Certification Applicants

Applicants for teacher certification must have received a bachelor's degree from an accredited post-secondary institution. They must submit the same material as transfer applicants. However, their final college transcripts must indicate conferral of a bachelor's degree.

Paralegal Certificate Applicants

Applicants for the paralegal certificate program must submit the same materials as transfer applicants.

Admission for International Students

International students are applicants who are not U.S. citizens or permanent residents. They must file all application materials for the degree program to which they are applying as well as the items listed below:

1. Official transcripts from all secondary schools and universities attended. All transcripts not written in English must be accompanied by notarized English translations.
2. All transcripts should include the following information:
 - dates of attendance
 - courses taken and grades received
 - degree earned and date received (when applicable)

3. All international students must submit an official TOEFL score report or equivalent (see below). The TOEFL college code for Avila College is **6109**.
4. All admitted international students must submit a recent Statement of Finance. Proof of support may be a bank statement or other documents guaranteeing the student's ability to meet the costs of study in the U.S., dated within the last six months. If the funds belong to a parent or sponsor, the sponsor must also submit a letter of intent to sponsor the student's tuition and living expenses.
5. When an accepted international student has paid the \$100 non-refundable tuition deposit and provided a Statement of Finance, the Admissions Office will issue an I-20 application for a non-immigrant student visa.

TOEFL

TOEFL is required as proof of English proficiency unless the student is a native speaker of English from a country whose main language is English. The TOEFL requirement is sometimes waived for students who have completed high school or at least one year of study at a university where all instruction was conducted in English. The minimum TOEFL score for admission to an undergraduate degree program is 550. Students who need further study of English before beginning a degree program can enroll at Avila College to study English as a Second Language (ESL).

ILCP and English Language Study at Avila

International students wishing to improve their English can apply directly to the Avila Intensive Language and Culture Program (ILCP), which offers five entry points per year. No TOEFL score is needed for admission to this English program. ILCP students can enroll in selected academic courses while they are studying ESL. International students can apply directly to the Intensive English Language and Culture Program before applying for admission to a degree program. Please contact the Coordinator of the ILCP for further information at: (816) 942-8400, ext. 2372. The FAX number is (816) 942-3362 or e-mail at: InwardsBA@mail.Avila.edu.

DECISIONS FOR ALL APPLICANTS

Admission decisions are made on a "rolling admissions" basis. As soon as an applicant's file is complete, the Admissions Office evaluates the application for admission and notifies the student of the decision.

Financial aid decisions and awards are made in the spring for the following academic year. Students who complete their applications for admission and financial aid early maximize their opportunities for scholarships.

CAMPUS VISITS

We encourage you to visit Avila College's campus during the academic year to speak with faculty and students and observe classes. Throughout the year, Avila College offers student-guided tours and one-on-one information sessions with an Admissions Counselor. An optional admissions interview is the best way to learn about specific programs. Please call ahead to sign up for a campus tour and interview.

ONCE YOU ARE ACCEPTED

Accepted students need to confirm their intention to enroll at Avila College by submitting the non-refundable \$100 tuition deposit. Students who plan to live on campus in Avila College residence halls must also submit an additional \$50 campus housing deposit to reserve their space.

Accepted Transfer Students

After transfer students are accepted, the transcript evaluator evaluates their transcripts for transfer credit. Then the students meet with their academic advisors to plan their course schedules.

Make Copies!

It is very important to make copies of all parts of your personal application for your records. Mail the originals to:
Admissions Office • Avila College • 11901 Wornall Road • Kansas City, MO 64145-1698

If you have questions, contact the:

Avila Office of Admissions • Avila College • 11901 Wornall Road • Kansas City, MO 64145-1698
e-mail Admissions@mail.Avila.edu. Or call 1-800-GO-AVILA; FAX (816) 942-3362.



11901 Wornall Road
Kansas City MO 64145-1698
Telephone: 1-800-GO-AVILA
Fax: (816) 942-3362
Email: Admissions@mail.Avila.edu

APPLICATION FOR UNDERGRADUATE ADMISSION

A. PERSONAL

(All applicants)

Name _____
(LAST) (FIRST) (MIDDLE) (INFORMAL) (FORMER/ MAIDEN)

____ Male ____ Female Social Security Number _____ - - Date of birth _____

Permanent address _____
(STREET) (APT. #)

____ (CITY) (STATE) (ZIP) (COUNTRY)

Permanent Telephone () _____ Business Telephone () _____ Ext. _____ Fax () _____

Temporary address _____ Telephone () _____
(STREET) (APT. #)

____ (CITY) (STATE) (ZIP) (COUNTRY)

City and state of birth _____ Country of birth _____

International student ____ yes ____ no Country of citizenship _____ Permanent resident # _____

Parent/ guardian/ spouse name _____ Telephone () _____

Address _____
(STREET) (APT. #)

____ (CITY) (STATE) (ZIP) (COUNTRY)

B. EDUCATIONAL PLANS (All applicants)

Term you wish to enter Avila: ☐ Fall ☐ Spring ☐ Summer Year: 19 _____ Undergraduate Standing: ☐ Freshman ☐ Transfer ☐ Certification
Do you plan to enroll as? ____ Full-time ____ Part-time (International students must be full-time students.)

Majors and programs - please check one:

Majors:

- | | | | | |
|--|---|---|--|--|
| <input type="checkbox"/> Accounting | <input type="checkbox"/> Communication | <input type="checkbox"/> Medical Technology | <input type="checkbox"/> Political Science | <input type="checkbox"/> Sociology |
| <input type="checkbox"/> Art | <input type="checkbox"/> Corporate Communication | <input type="checkbox"/> Middle School Education | <input type="checkbox"/> Prelaw | <input type="checkbox"/> Social Gerontology |
| <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Media Production | <input type="checkbox"/> Music | <input type="checkbox"/> Public Administration | <input type="checkbox"/> Special Education |
| <input type="checkbox"/> Art Therapy | <input type="checkbox"/> Computer Science/Mathematics | <input type="checkbox"/> Piano | <input type="checkbox"/> Premedicine | <input type="checkbox"/> Cross Categorical |
| <input type="checkbox"/> Biology | <input type="checkbox"/> English | <input type="checkbox"/> Voice | <input type="checkbox"/> Psychology | |
| <input type="checkbox"/> Business | <input type="checkbox"/> Elementary Education | <input type="checkbox"/> Natural Science | <input type="checkbox"/> Radiologic Technology | <input type="checkbox"/> Theater (B.F.A.) |
| <input type="checkbox"/> Business Administration | <input type="checkbox"/> General Studies | <input type="checkbox"/> Clinical Laboratory | <input type="checkbox"/> Secondary Education | <input type="checkbox"/> Acting |
| <input type="checkbox"/> Finance | <input type="checkbox"/> Humanities | <input type="checkbox"/> Unified Science: Biology | (please also mark the major you plan to teach) | <input type="checkbox"/> Directing / Producing |
| <input type="checkbox"/> General Management | <input type="checkbox"/> Social/ Behavioral Sciences | <input type="checkbox"/> Unified Science: Chemistry | | <input type="checkbox"/> Technical / Design |
| <input type="checkbox"/> Information Science | <input type="checkbox"/> History | <input type="checkbox"/> Nursing | | <input type="checkbox"/> Theater (B.A.) |
| <input type="checkbox"/> International Business | | <input type="checkbox"/> Nursing (Current RN) | <input type="checkbox"/> Social Work | <input type="checkbox"/> Theology |
| <input type="checkbox"/> Marketing | <input type="checkbox"/> Mathematics | <input type="checkbox"/> Paralegal Studies | | <input type="checkbox"/> Undeclared |
| <input type="checkbox"/> Chemistry | | | | |

Certification Programs: (Teacher Certification is a post-bachelor program.)

- ☐ Paralegal Studies
- ☐ Teacher Certification: ☐ Elementary Education ☐ Middle School Education ☐ Secondary Education (must be in conjunction with a major content area)
- ☐ Special Education _____ Content Area

Do you intend to apply for financial aid? ____ yes ____ no

Do you wish to reside on campus? (All unmarried full-time freshmen and sophomores under the age of 21 must live on campus, unless living with immediate family.) ____ yes ____ no

Are you interested in playing a varsity sport?

Would you like to be involved in any of these extracurricular activities?

- Men's: ☐ Baseball ☐ Basketball ☐ Soccer
- Women's: ☐ Basketball ☐ Soccer ☐ Softball ☐ Volleyball

- ☐ Academic Clubs ☐ Activities Board ☐ Campus Ministry
- ☐ Choir ☐ Greek Life ☐ Intramural Sports
- ☐ Spirit Squad ☐ Student Ambassadors ☐ Student Government
- ☐ Student Publications ☐ Volunteer Opportunities ☐ Other

C. EDUCATIONAL PREPARATION

(All applicants)

SECONDARY SCHOOL INFORMATION (All Applicants Complete)

All applicants must have official transcripts sent directly to Avila College from all schools and universities attended. Transcripts must be in English. Please attach notarized English translations when needed.

Name of High School	Location	Dates Attended	Graduation Date
_____	_____	_____	_____
_____	_____	_____	_____

Date will/ did take the ACT / SAT	ACT Composite Score	SAT V Score	SAT M Score
_____	_____	_____	_____

COLLEGE INFORMATION

Please list all colleges and universities previously attended, with the most recent first.

Full Name of College/University	City, State	Dates Attended	Hours Earned/Degrees Awarded
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

D. ADDITIONAL INFORMATION

(All applicants)

Who or what prompted your interest in Avila? _____

Name any relatives who have attended or are now attending Avila: _____

To what other colleges or universities are you applying? _____

Religion (optional): _____

Ethnic Background (optional -- for U.S. citizens and resident aliens only):

<input type="checkbox"/> African-American	<input type="checkbox"/> Alaskan/Pacific Islander	<input type="checkbox"/> Asian-American	<input type="checkbox"/> Caucasian
<input type="checkbox"/> Hispanic-American	<input type="checkbox"/> Native American	<input type="checkbox"/> Other _____	

E. FOR INTERNATIONAL STUDENTS ONLY

(All international applicants must complete)

Is English your native language? ☐ yes ☐ no
(If no, you must submit results from the Test of English as a Foreign Language (TOEFL) before your file can be reviewed.)

Have you taken the TOEFL exam? ☐ yes (score: _____) ☐ no (anticipated test date: _____)

Do you now have a visa? ☐ no ☐ yes (visa type and expiration date: _____)

Avila College requires that verification of available funding be officially documented from current year.
Please forward: 1) A bank statement (certification of deposit) and / or
2) A letter from the sponsoring individual(s) attesting to financial support for education.

Are you interested in studying English in the ESL program at Avila College before you begin work on your major? ☐ yes ☐ no

F. CHECK LIST

(All applicants)

- ☐ Completed application for admission
- ☐ All official transcripts have been requested. (All applicants must have official transcripts sent directly to Avila College.)
- ☐ ACT/ SAT test scores (only freshmen out of school less than one year -- not for International students)
- ☐ TOEFL score report (International students only)
- ☐ Financial support documents (International students only)

I hereby certify that all information given in this application is complete and accurate to the best of my knowledge. I understand that intentional omission or falsification of requested information can lead to disqualification or dismissal.

APPLICANT'S SIGNATURE

DATE

Nondiscrimination Policy

Avila College does not discriminate on the basis of sex, race, religion, age, color, disability, sexual orientation or national origin in the administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other college-administered programs. Inquiries may be directed to the Affirmative Action Coordinator, Avila College.

PREPARATION FOR REGISTRATION APPOINTMENT WITH ADVISOR

You can make more effective use of your advising appointment with your advisor if you complete the following before meeting with your advisor for Spring 99 advising.

AVILA COLLEGE CATALOG

Review the College Catalog for each of the following:

- ___ Core requirements and courses
- ___ Program/major requirements and courses
- ___ Graduation requirements
- ___ Course cycle

COURSE SCHEDULE

Review the Course Schedule for each of the following:

- ___ Advisor's name and phone number
- ___ Advising dates
- ___ Registration dates
- ___ Requisites ("pre" and "co")
- ___ Courses offered in core and major

STUDENT'S OWN COPY OF ADVISING FILE

Review your advising file for each of the following:

- ___ Degree check sheet with completed courses and in-progress courses marked
- ___ Placement results (English, mathematics, foreign language)
- ___ Any information for special attention or situation this coming term
- ___ Identify possible courses to meet Core and Major requirements

- ___ **MAKE AN APPOINTMENT WITH YOUR ADVISOR TO SCHEDULE YOUR CLASSES FOR SPRING 1999.**
- ___ **PRIOR TO YOUR APPOINTMENT WITH YOUR ADVISOR COMPLETE AN ADVISING/REGISTRATION WORKSHEET FOR SPRING 1999**
- ___ **BRING THE FOLLOWING MATERIALS TO YOUR ADVISING APPOINTMENT:**
 - ___ **YOUR OWN COPY OF YOUR ADVISING FILE**
 - ___ **TENTATIVE ADVISING/REGISTRATION WORKSHEET FOR SPRING 1999**
 - ___ **Spring 1999 Course Schedule**

Complete the Advising/Registration Worksheet on the other side of this sheet.

TENTATIVE ADVISING/REGISTRATION WORKSHEET SPRING 1999

Restrictions/limitations affecting my registration spring term:

check all that apply

- _____ number of credits for which I plan to register: (specify) _____
- _____ work schedule and number of hours of work per week: (specify) _____
- _____ intercollegiate athletics: (specify) _____
- _____ transportation availability
- _____ academic standing/restrictions/scholarship requirements: (specify) _____
- _____ child care
- _____ other: (specify) _____

Class Schedule

If you are registering for English Composition class, list your ACT English/Placement Score _____; If you are registering for a mathematics class, list your ACT/Placement Test Score _____; or if have completed the prerequisite through course work, indicate when and which course: _____

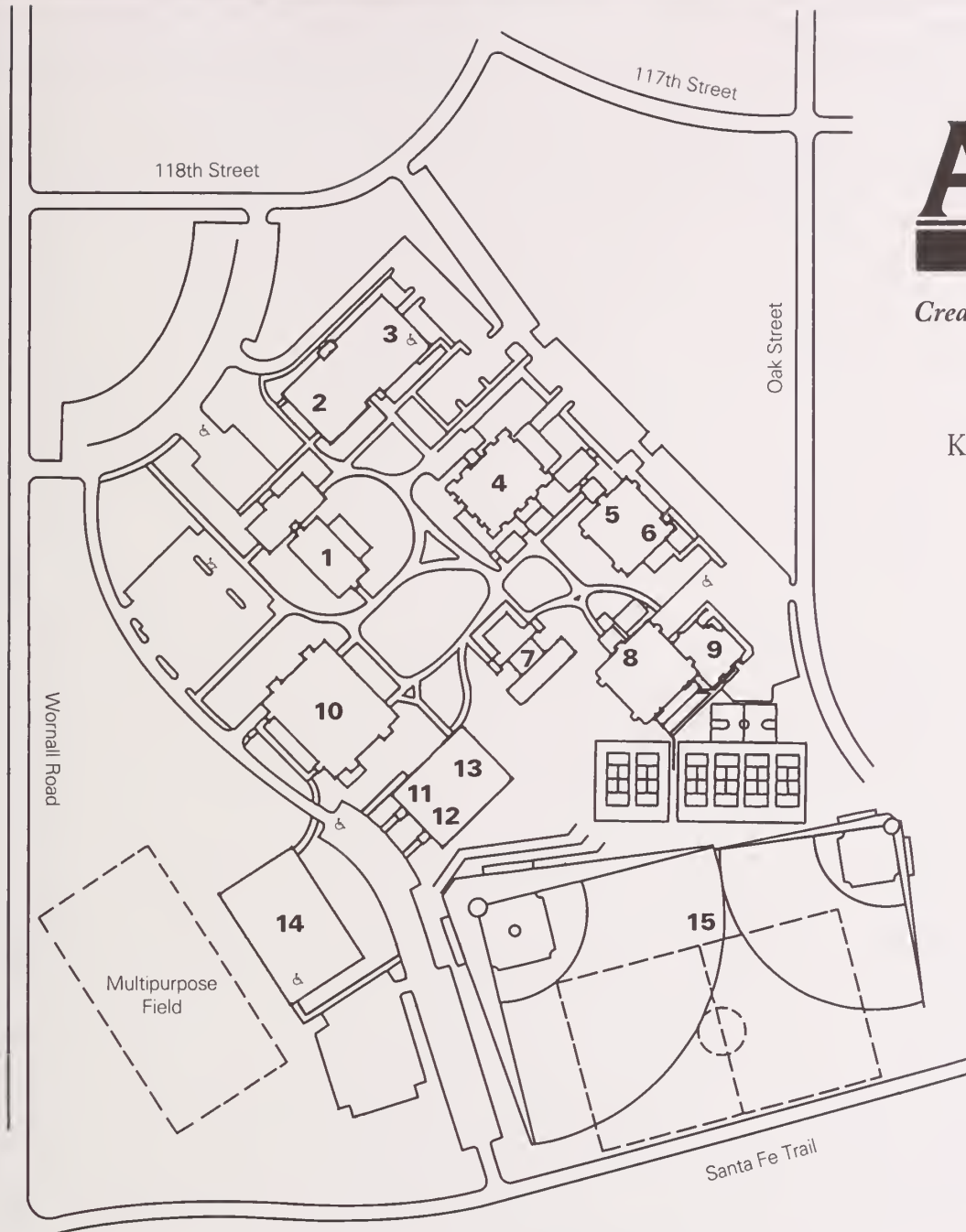
Dept	Course	Sec	Course Title	Cr Hrs	Time	M	T	W	TH	FR	S

Alternative classes



Creating Pathways to Success
•Since 1916•

11901 Wornall Road
 Kansas City, MO 64145
 (816) 942-8400



Legend

- | | |
|---|--|
| 1. Admissions, Financial Aid, Registrar, Student Resource Center, Administration – <i>Blasco Hall</i> | Business Department – <i>Whitfield Center</i> |
| 2. Nursing, Classrooms – <i>Borserine Center</i> | 12. Thornhill Art Gallery – <i>Whitfield Center</i> |
| 3. Theater, Music – <i>Goppert Theater</i> | 13. Library, MOHELA Lab, Student Computer Labs – <i>Hooley-Bundschu Library</i> |
| 4. Student Affairs, Dining Hall, Food Service, Bookstore, ATM, Student Union – <i>Marian Center</i> | 14. Athletics – <i>Mabee Fieldhouse</i> |
| 5. Residence Center – <i>Carondelet Hall</i> | 15. Soccer, Baseball, Softball Fields – <i>Thomas R. Zarda Family Athletic Complex</i> |
| 6. Education, Psychology, Classrooms – <i>Hodes Education Center</i> | |
| 7. Chapel, Sisters' Residence – <i>Foyle Hall</i> | |
| 8. Residence Center – <i>Ridgway Hall</i> | |
| 9. Art Center, Photography, <u>The Talon</u> Office, Classrooms, Communications, TV Studio – <i>Dallavis Center</i> | |
| 10. Science labs, Classrooms, Computer Labs – <i>O'RIelly Hall</i> | |
| 11. MBA Office, Avila Advantage, Classrooms, | |

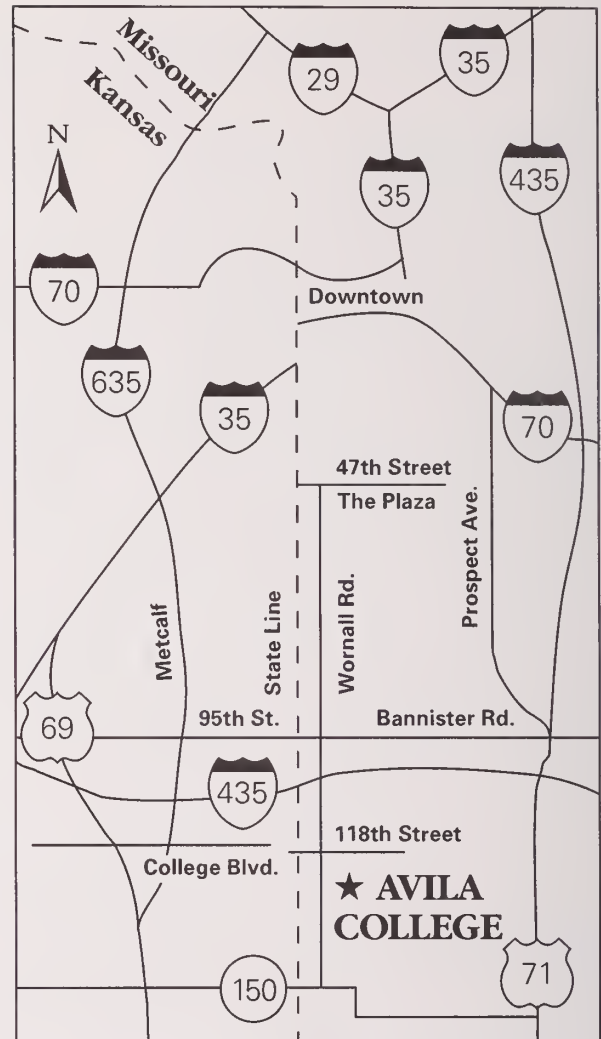
Classroom Abbreviations

ORI = O'RIelly Hall
 WHI = Whitfield Center
 HOD = Hodes Education Center
 DAL = Dallavis Center
 BOR = Borserine Center

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How To GET To AVILA COLLEGE



11901 Wornall Road
Kansas City, MO 64145-1698